

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, 6 JANUARY 2015** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

**Contact
(01480)**

1. APOLOGIES

2. MINUTES (Pages 1 - 4)

To approve as a correct record the Minutes of the meeting held on 2nd December 2014.

**A Roberts
388015**

3. MEMBERS INTERESTS

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

4. NOTICE OF KEY EXECUTIVE DECISIONS (Pages 5 - 10)

A copy of the current Notice of Key Executive Decisions, which was published on 16th December 2014 is attached. Members are invited to note the Plan and to comment as appropriate on any items contained therein.

**Democratic Services
388007**

5. THE OCTAGON, STATION ROAD, ST IVES (Pages 11 - 14)

To consider a report by the Estates Management Surveyor on options for The Octagon, Station Road, St Ives.

**B Tilah
857224**

6. THE HEALTH ECONOMY (Pages 15 - 20)

To consider a report by the Managing Director on the health economy.

**J Lancaster
388300
J Wisely
388049**

7. CAMBRIDGESHIRE HEALTH COMMITTEE (Pages 21 - 22)

To receive an update from Councillor R C Carter on the outcome of recent meetings of the Cambridgeshire Health Committee. The Decision Statement for the meeting held on 11th December 2014 is attached.

8. WORKPLAN STUDIES (Pages 23 - 24)

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

**A Roberts
388015**

9. **OVERVIEW AND SCRUTINY PANEL SOCIAL WELL BEING PANEL) - PROGRESS** (Pages 25 - 30)

To consider a report on progress of the Panel's activities.

A Roberts
388015

10. **SCRUTINY** (Pages 31 - 38)

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.

Democratic Services
388007

Dated this 22 day of December 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.

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Agenda Item 2

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, 2 December 2014.

PRESENT: Councillor S J Criswell – Chairman.

Councillors M Francis, R Fuller, P Kadewere, S M Van De Kerkhove and Mrs R E Mathews.

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

IN ATTENDANCE: Councillors B S Chapman and T D Sanderson.

59. MINUTES

The minutes of the meeting of the Panel held on 4th November 2014 were approved as a correct record and signed by the Chairman.

60. MEMBERS INTERESTS

No declarations of interests were received.

61. 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 1st December 2014 to 31st May 2015.

62. PETITION

The Panel received a petition relating to the Octagon, Station Road, St Ives containing 266 signatures. Following formal presentation of the petition by its organiser, Officers were asked to prepare a report for a future meeting on the issues raised by the petition. The organiser of the petition also was invited to make a submission on suitable uses for the Octagon.

63. WELFARE REFORM AND THE IMPACT ON HUNTINGDONSHIRE

(Executive Councillor B S Chapman attended the meeting for discussion on this item.)

By means of a report by the Benefits Manager and the Housing Needs and Resources Manager (a copy of which is appended in the Minute Book) the Panel was updated on the effects of the Government's Welfare Reform programme and how it impacted upon households in Huntingdonshire in relation to Housing Benefits,

Council Tax Support and homelessness. Members discussed the changes that were taking place in respect of social sector size criteria rules, Council Tax Support, the benefit cap, Universal Credit, Migrants and discretionary housing payments.

In response to a question on the position of tenants of Registered Providers who had rent arrears, the Panel was advised of the interventions undertaken by the Council to prevent them from becoming homeless. Having also discussed the approach adopted to making discretionary housing payments and the affordability of private sector rented accommodation, it was agreed that a further update should be provided when circumstances required it.

64. COUNCIL TAX SUPPORT SCHEME 2015/16

(Executive Councillor B S Chapman attended the meeting for discussion on this item.)

The Panel gave consideration to a report by the Benefits Manager (a copy of which is appended in the Minute Book), on a proposed change to the Council Tax Support Scheme for 2015/16. The change meant the Council would disregard all child maintenance in its calculations, which would result in greater levels of Council Tax Support entitlement to those customers in receipt of this type of income. Having noted the implications of the change for the Council and the number of individuals who would be affected, it was

RESOLVED

that the Cabinet be recommended to approve the change to the local Council Tax Support scheme with effect from 1st April 2015 as set out in the report now submitted.

65. ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014

(Executive Councillor T D Sanderson attended the meeting for discussion on this item.)

The Panel gave consideration to a report by the Head of Community Services (a copy of which is appended in the Minute Book) seeking authority for Officers to use new powers contained in the Anti-Social Behaviour, Crime and Policing Act 2014 to tackle anti-social behaviour. As previous legislation had been repealed, the Council currently had no powers in this area.

The Panel commented that the introduction of the new Act was likely to create interest amongst the public in using the new powers, thereby placing greater demands on the Council. This could be exacerbated by the fact that the "test" of anti-social behaviour had been lowered, meaning that a larger range of activities could be classed as such. Furthermore, the Crown Prosecution Service would be able to refer cases directly to Councils to carry out enforcement. While the level of demand placed on the Council was not yet known, the Panel highlighted that, for these reasons, the service might need more resources.

RESOLVED

that the Cabinet be informed that the Panel supports the delegation of the new powers to Officers to tackle anti-social behavior.

66. OVERVIEW AND SCRUTINY PANEL (ECONOMIC WELL-BEING) - PROJECT MANAGEMENT SELECT COMMITTEE

RESOLVED

that Councillors S J Criswell, R Fuller and S M Van De Kerkhove be appointed to the Project Management Select Committee.

67. WORKPLAN STUDIES

The Panel received and noted a report (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.

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

With the aid of a report (a copy of which is appended in the Minute Book) the Panel reviewed the progress of its activities since the last meeting. The Joint Working Group on Hinchingsbrooke Hospital was deleted from the programme pending a clear need for its reintroduction. Consideration would be given to whether use could be made of the report on the recent Care Quality Commission inspection of the Hospital.

69. SCRUTINY

The 150th edition of the Digest of Decisions was received and noted.

Chairman

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

Prepared by Councillor J D Ablewhite
Date of Publication: 16 December 2014
For Period: 1st January to 30th June 2015

Membership of the Cabinet is as follows:-

Councillor J D Ablewhite	- Executive Leader of the Council	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 & 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 Road Catworth PE28 OPE Tel: 01480 861941 E-mail: Jonathan.Gray@huntingdonshire.gov.uk
Councillor R Howe	- Executive Councillor 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 & 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 the Democratic Services Team on 01480 388008 or E-mail Democratic.Services@huntingdonshire.gov.uk.

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

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

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

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

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

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

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

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Reasons for the report to be considered in private.	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Disposals & Acquisitions Policy***	Cabinet	22 Jan 2015		Colin Luscombe, Estates Strategic Assessment Tel No. 01480 387086 or email Colin.Luscombe@huntingdonshire.gov.uk		J A Gray	Economic Well-Being
Draft 2015/2016 Budget and MTFS	Cabinet	22 Jan 2015		Clive Mason, Head of Resources Tel No 01480 388157 or email Clive.Mason@huntingdonshire.gov.uk		J A Gray	Economic Well-Being
Review of Safer Homes Scheme Funding***	Cabinet	12 Feb 2015		Trish Reed, Housing Strategy Manager Tel No. 01480 388203 or email Trish.Reed@huntingdonshire.gov.uk		D B Dew	Social Well-Being
Treasury Management Strategy 2015//2016	Cabinet	12 Feb 2015		Clive Mason, Head of Resources Tel No 01480 388157 or email Clive.Mason@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	Reasons for the report to be considered in private	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Final 2015/2016 Budget and MTFs	Cabinet	12 Feb 2015		Clive Mason, Head of Resources Tel No 01480 388157 or email Clive.Mason@huntingdonshire.gov.uk		J A Gray	Economic Well-Being
Rebate for Clothing & Shoe Bank Collections	Cabinet	12 Feb 2015		Eric Kendall, Head of Operations Tel No. 01480 388635 or email Eric.Kendall@huntingdonshire.gov.uk		D M Tysoe	Environmental 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
Estate Strategy##	Cabinet	23 Apr 2015		Colin Luscombe, Estates Strategic Assessment Tel No 01480 387086 or email Colin.Luscombe@huntingdonshire.gov.uk		J A Gray	Economic Well-Being
A14 Statement of Common Ground and Environmental Impact Assessment	Cabinet	18 Jun 2015	Environmental Impact Assessment	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	18 Jun 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

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Reasons for the report to be considered in private	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Local Plan to 2036 - Proposed Submission	Cabinet	18 Jun 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
CPE - Civil Parking Enforcements	Cabinet			Eric Kendall, Head of Operations Tel No. 01480 388635 or email Eric.Kendal@huntingdonshire.gov.uk		R B Howe	Environmental Well-Being
ECML Crossing Closures	Cabinet			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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HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter:	Octagon Lease Disposal
Meeting/Date:	Overview & Scrutiny Panel (Social Well-Being) - Date 6th January 2015.
Executive Portfolio:	Resources
Report by:	Bill Tilah - Estates
Ward(s) affected:	St Ives

Executive Summary:

The Estates Team are inviting applications for long lease arrangements for the historic Octagon building.

The intention behind leasing the premises to a third party has four main goals:

- Preserve the long term future of the building
- Secure a business/services that will benefit St Ives – by increasing footfall / attraction
- Offset District Council costs related to the building
- Secure a long term rental income

There are currently three applicants:

Applicant A – proposal to refurbish and open a café / restaurant – licensed premises

Applicant B – the proposal to retain the character of the premises and replace 'like for like' refurbishment – to open a Farmers Market and other activities

Applicant C – a local Community Group – who would retain the character of the premises and replace 'like for like' refurbishment – opening a community based facility offering a range of activities and business opportunities.

Bids will be reviewed in line with the Council's normal procedures.

Recommendation(s):

Scrutiny note the progress of the case and advise the petitioner that no further action will be taken as a result of the petition.

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1. WHAT IS THIS REPORT ABOUT/PURPOSE?

1.1 To update Scrutiny following receipt of the petition on behalf of local residents.

2. WHY IS THIS REPORT NECESSARY/BACKGROUND

2.1 The Octagon is of considerable historic value and interest to the local community. An initial application to convert to a café/restaurant has sparked concern over the buildings future. The lease process is deemed an effective way to restore and retain the building into the long term future, the current use as a storage shed for street cleaning crew is not viable in terms of the repairs needed to the building to sustain the current use.

3. OPTIONS CONSIDERED/ANALYSIS

3.1 The Octagon is in the centre of a potential development area; there are no plans to currently develop the area but a freehold sale of the site would not be in the Council's interests. Putting the building to alternative District Council uses would not be viable due to the repairs cost. Leasing the premises is advised as the best way forward.

3.2 options for proposed future uses have been limited and will be considered in line with the Council's normal procedures.

**4. KEY IMPACTS/RISKS?
HOW WILL THEY BE ADDRESSED?**

4.1 The lease application process must be carefully considered, to ensure there is no risk in terms of the Council's reputation and that any future use is a viable long term proposal. All applicants will be given the same criteria to apply under and a decision made in terms of which application best satisfies the required criteria.

5. WHAT ACTIONS WILL BE TAKEN/TIMETABLE FOR IMPLEMENTATION

5.1 Applications will be considered until the end of January 2015, with a decision made in February 2015. The Council will be looking to progress a lease with the successful bid, subject to successful planning application for change of use and other permissions.

6. LINK TO THE CORPORATE PLAN

6.1 The lease proposal has a number of benefits to the corporate plan:

- Securing a long term rental income stream from an asset.
- Reducing service costs by offsetting the R & M liability on the building.
- Improving local business and economy by establishing a new business in St Ives.
- Caring for the social and community by preserving a locally important historic building.

BACKGROUND PAPERS

None

CONTACT OFFICER

Bill Tilah Estate Management Surveyor
Tel No. 07881 857224

Agenda Item 6

Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: The Health Economy

Meeting/Date: Overview & Scrutiny Panel (Social Well Being) – 6th January 2015

Executive Portfolio: Strategic Economic Development, Legal and Healthy Communities

Report by: Managing Director

Ward(s) affected: All

Executive Summary:

The scrutiny chairmen and vice chairmen have an away day planned, and in advance of that there is chance to reflect on the priorities for the next municipal year. This paper starts off the discussion process about where the panel can make most impact.

Recommendation(s):

The panel reflect on the priorities and scope of the panel to offer some input into the upcoming away day and work planning session.

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1. WHAT IS THIS REPORT ABOUT/PURPOSE?

- 1.1 To create a context within which the panel operates, and generate some choices about the priorities for work programme for the remainder of the municipal year.

2. WHY IS THIS REPORT NECESSARY/BACKGROUND

- 2.1 Previously the Panel has been keen to establish clear roles and focus around supporting the health agenda for residents of the District. Much work has been carried out with the local hospital, and there is an appetite to explore how best scrutiny can support the delivery of the health agenda. The District Council actively promotes healthy lifestyles through the work of the head of leisure and health, and her leisure and active life styles teams. Attached at App 1 is the current health and wellbeing structure across Cambridgeshire.

3. OPTIONS CONSIDERED/ANALYSIS

- 3.1 More scrutiny of the partners previously invited to the panel could be an option, but the landscape is clearly more diverse now that the new health structures are becoming embedded locally. There are other agencies who are actively involved in working with the council and the panel have the chance to involve them in future work programmes, for example how the health sector is planning to support the growth in population in the District, through primary and secondary care facilities.
- 3.3 The updated action plan for the Huntingdonshire Health and Wellbeing Partnership will be brought to the next meeting of this panel which will add more detail to the framework set out here.
- 3.4 The panel also have a scope beyond health which extends into the general area of social well-being, and this is an ideal time for the panel to give some consideration to the benefit that it could bring to the scrutiny of other people related District council services and outcomes. This could include skills and education, community resilience, community safety and the impacts of the 2012 health and social care act. Other areas for the panel to reflect on could involve consideration of issues around fuel poverty, how scrutiny can create a collaborative framework within which the council will work with their partners to procure and deliver services in a shared services arena.
- 3.5 More specific areas for exploration could look at scrutinising how physical activity can be promoted through planning, transport, and the physical environment, holding social landlords to account and perhaps looking at Equalities Impacts Assessments and how they can be used by scrutiny. Another suggestion would be to look at the whole area of community engagement. In recent times, community empowerment and engagement has become a key concern of neighbourhoods and communities, and has prompted many local authorities to focus on the associated problems. Local authorities have begun to examine appropriate and innovative ways of dealing with the problems created as a result of a lack of community engagement and sought new ways to address it, scrutiny reviews and investigations have been a popular way to question the effectiveness of different approaches to community empowerment and engagement. A final area for reflection might be to consider the local impacts of the welfare reforms and the introduction of Universal Credit - the impact on councils themselves in terms of the transition from other kinds of benefit, and assisting

local people in understanding the changes, and the impact on local people of the changes themselves.

**4. KEY IMPACTS/RISKS?
HOW WILL THEY BE ADDRESSED?**

4.1 No specific risks identified at this stage.

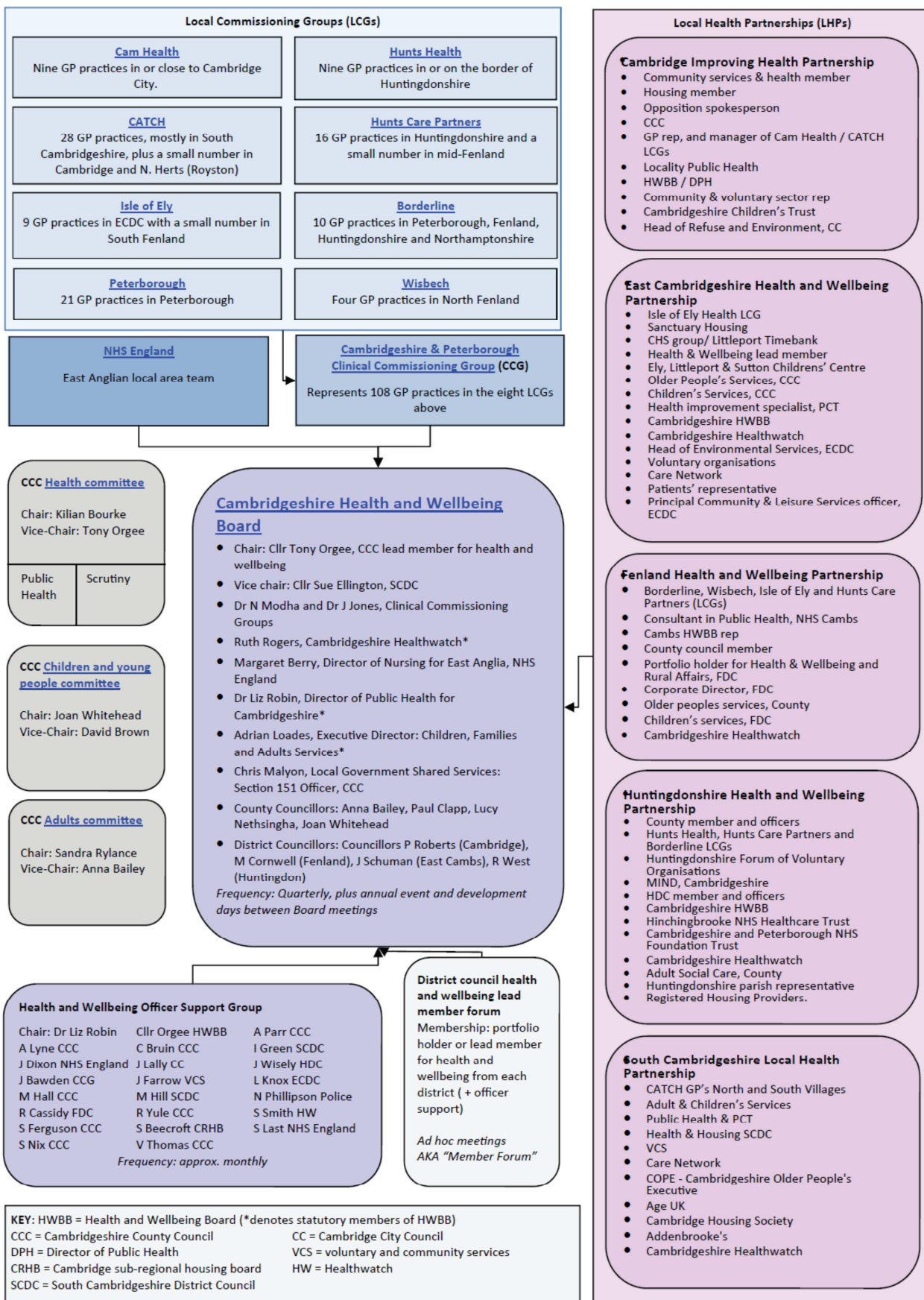
5. LINK TO THE CORPORATE PLAN

5.1 The work of the panel supports the theme of working with our communities, in particular the outcome of improving health and well-being, but also improving community resilience.

App 1: Cambridgeshire Health and Wellbeing Structure 2014

CONTACT OFFICER

Joanne Lancaster
8300



Health Committee

Decision Statement

Meeting: 11 December 2014

Published: 15 December 2014

Each decision set out below will come into force, and may then be implemented, three working days after the publication date, unless eight or more Councillors of the Council or more than a third of the total number of serving Councillors of the Council request the decision be reviewed [see note on decision review below].

Item	Topic	Decision
	CONSTITUTIONAL MATTERS	
1.	Apologies and Declarations of Interests	
2.	Minutes of 20th November 2014	It was resolved: To approve the minutes as a correct record
3.	Petitions	None received.
	KEY DECISIONS	
	None	
	OTHER DECISIONS	
4.	Overview of Business Planning Proposals	It was resolved to: a) note the remaining milestones in the Business Planning Process

Item	Topic	Decision
		<p>b) note further information from the Director of Public Health on falls prevention as a local public health issue</p> <p>c) delegate to the Director of Public Health in consultation with the Chairman and Vice-Chairman authority to confirm recommendations on the use of public health funding for falls prevention in response to the request made at the General Purposes Committee meeting on 2 December</p>
5.	Appointment of Transport and Health Champion	<p>It was resolved:</p> <p>to appoint Councillor Joshua Schumann as Transport and Health Champion, with the remit of promoting joined-up working on transport issues between the Economy and Environment Committee, Highways and Community Infrastructure Committee, the Health Committee and Public Health.</p>
	OTHER ITEM	
6.	Health Committee Agenda Plan	<p>It was resolved to note the agenda plan, subject to the following additions:</p> <p>To the agenda for 15 January 2015: Falls prevention Scrutiny Item: NHS 5 year Forward Plan</p> <p>To the agenda for 12 March 2015: Health Inequalities paper Scrutiny Item: Delayed transfers of care Scrutiny Item: CCG Out of Hours and 111 Services procurement: outcome of consultation.</p>

CURRENT ACTIVITIES

STUDY	OBJECTIVES	PANEL	STATUS
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 to consider a Flooding and Water SPD for Cambridgeshire.
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 consider and make recommendations on future litter and graffiti service scope and standards and on public appetite for changes..	Environmental Well-Being	Scoping report received. Working Group appointed. First Meeting to be arranged.
Project Management	To be agreed in December.	Economic-Well Being	Following the Panel's discussion on the Project Closure reports for the Huntingdon Multi-Storey Car Park and One Leisure, St Ives, the Panel has agreed to establish a Select Committee in February 2015 to give further consideration to the issues emerging from the report, to seek assurances that improvements had been made to Council processes moving forward and to test the robustness of the Council's approach. Representatives from the Social and Environmental Well-Being Panels have also been appointed. The Terms of Reference for this Committee were considered at the Panel's December meeting. The Panel

			will meet informally in advance of their January meeting to discuss the scope of the Select Committee.
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 two updates on progress with the delivery of the Facing the Future programme. Financial information will be presented to Members in February / March 2015.

Panel Date	Decision	Action	Response	Date for Future Action
	<u>Hinchingbrooke Hospital</u>			
	(a) Management of the Hospital			
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
4/11/14	Requested sight of the report of the September 2014 CQC inspection Requested plan to inform future health scrutiny.		See item elsewhere on the Agenda.	6/01/15
	(b) Financial and Operational Performance			
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.	
8/07/14	Attention drawn to funding levels for GPs and the impact this was having on surgeries. Agreed to raise the matter with the CCG in September 2014.	CCG informed of the Panel's concerns.	Advised that the core contract for GPs was held by NHS England and that the matter would be best discussed with the organisation. CCG are aware of the pressures primary care services are under.	

Panel Date	Decision	Action	Response	Date for Future Action
2/9/14	Presentation received from Mr R Murphy and Mr K Poyntz. Agreed to receive presentation on hospital accountability.	Dates requested from CCG.		03/02/15
4/12/12 & 4/03/14	<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			
10/06/14	Annual performance report presented. Councillors also appointed to the Working Group.			
4/11/14	Councillor R C Carter to contact the Community Manager to begin discussions on funding arrangements for the final year of the Voluntary sector agreements.			
	<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. Further updates will only be provided when circumstances require it.		Members of the Economic Well-Being Panel will be invited to attend for this item.	
7/01/14	<u>Redesign of Mental Health Services</u> Representatives of Cambridgeshire and Peterborough Clinical Commissioning Group (C&P			

Panel Date	Decision	Action	Response	Date for Future Action
<p>10/06/14 & 8/07/14</p> <p>4/11/14</p>	<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>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 on mental health service users and on planned changes to the Personality Disorder Community Service/Complex Cases Service, including Lifeworks.</p> <p>Further update requested on Mental Health Services.</p>	<p>Dates requested from Cambridgeshire and Peterborough Foundation Trust.</p>		<p>03/02/15</p>
<p>4/06/13</p> <p>10/06/14</p>	<p><u>Review of Elderly Patient Care at Hinchingsbrooke Hospital</u></p> <p>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.</p> <p>Councillor Mrs R E Mathews appointed to the Working Group.</p>	<p>Meetings held on 18th July and 11th November 2013 and 24th February 2014.</p>		

Panel Date	Decision	Action	Response	Date for Future Action
4/11/14	Oral report on recent Working Group meeting with the Hospital.			
4/03/14	<u>Affordable Housing</u> 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 work. Second meeting held on 23 rd September 2014 on the new Local Plan. Executive Councillor present.	Terms of Reference agreed and further actions identified. Terms for draft policies for the new Local Plan discussed and recommendations made.	
4/11/14	Formal update reported to the Panel. Findings to date and study programme endorsed.		Next meeting to be held to review: <ul style="list-style-type: none"> • Rural housing programme – past and future • Community Land Trust model • Ways to increase awareness / take up • Work of Foundation East 	
2/12/14	<u>Petition – The Octagon, St Ives</u> Petition received. Report requested on the issues raised by the petition and the organiser of the petition has been invited to make a submission on suitable uses for the Octagon.		See item elsewhere on the Agenda.	6/01/15

Panel Date	Decision	Action	Response	Date for Future Action
	<p><u>Notice of Key Executive Decisions</u></p> <p>None</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 Chairman and Lead Officer of the thematic group.</p> <p>An invitation extended to the Chairman and Vice-Chair to attend a future meeting.</p>	<p>The Panel considered the Annual report at the meeting on 7th October 2014.</p>	<p>3/2/15</p> <p>3/2/15</p>

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Decision Digest

Edition 151

Monthly summary of the decisions taken at meetings of the Council, Cabinet, Overview & Scrutiny and other Panels for the period 24th November to 17th December 2014.

ANNUAL REVIEW OF WHISTLEBLOWING POLICY AND PROCEEDURE

A number of changes to the Council's Whistleblowing Policy and Guidance have been endorsed by the Corporate Governance Panel to reflect recent changes to the Authority's Management Structure.

Having been advised that 'Public Concern at Work' has issued a code of practice which provides practical guidance to employers, workers and their representatives and sets out arrangements for raising, handling, training and reviewing whistleblowing in the workplace, the Panel has recommended that the Council should sign up to the principles of the Code and be one of the first 100 signatories.

EXTERNAL AUDITORS: ANNUAL AUDIT LETTER 2013/14

The Corporate Governance Panel has formally received the Annual Audit Letter from the Council's External Auditors, PricewaterhouseCooper for 2013/14. The letter outlines the Auditor's findings, recommendations and fees for the work which has been undertaken during the year.

Having noted that the Auditors Final Fees have yet to be agreed with the Authority and the Audit Commission, the Panel has been assured that, if

appropriate the final level will be challenged by the Head of Resources.

ANNUAL REPORT ON THE FREEDOM OF INFORMATION (FOI) AND ENVIRONMENTAL REGULATIONS ACTS

Details of the number of requests received by the Council under the Freedom of Information (FOI) and Environment Regulations Acts have been provided to the Corporate Governance Panel.

Having noted that the number of requests has continued to rise in 2014 and that staffing vacancies within the Division has impacted on the target time for responses, Members have congratulated Officers on only receiving 3 complaints about the handling of FOI requests during this time. The Panel was pleased to note that performance is now meeting targets.

WHISTLEBLOWING CONCERNS RECEIVED

The Corporate Governance Panel has received and noted a summary of the 22 allegations received under the Council's Whistleblowing Policy during the period 1st January to 31st October 2014. Whilst one allegation with regard to personal social care has been referred to the County Council, the remaining concerns have all been appropriately investigated.

INTERNAL AUDIT SERVICE: INTERNAL PROGRESS REPORT

The Corporate Governance Panel was apprised of the work of the Internal Audit Service during the period 1st April to 31st October 2014, together with associated performance issues.

The Panel has discussed the impact of recent staffing changes in the Audit Team on the delivery of the Audit Plan for the remainder of the year. Having been advised that the Plan has been recast for the remainder of the year based upon current risks and the availability of resources, Members have been assured that should the Internal Audit and Risk Manager consider that he is not able to provide an adequate annual internal audit, he will raise the matter with the Chief Finance Officer and report back to the Panel.

The Panel was disappointed that only 49% of audit actions had been introduced on time against the target which had been set by the Corporate Management Team of 100%.

The Panel has also queried why the Service Delivery targets for the Internal Audit Team have not been met. Whilst there had been an improvement since March 2014, Members were reminded that responsibility for these actions was outside of the direct control of the Internal Audit Manager and lay with service managers. Because of their concerns, the Panel will continue to monitor progress in this area.

IMPLEMENTATION OF AUDIT ACTIONS

A report outlining the performance of Heads of Service in implementing agreed audit actions for the year ending 31st October 2014 has been presented to the Corporate Governance Panel. Members have expressed their continuing disappointment that, despite previous

assurances which had been given, this remained an issue for the Authority. The Panel has agreed that their concerns should be brought to the attention of the Managing Director.

Having noted the intention of the Council's Chief Finance Officer to give further consideration to the establishment of a mechanism by which Heads of Service will be more for the implementation of audit actions, Members have discussed the action which can be taken by the Panel to improve the situation. Accordingly, the Internal Audit and Risk Manager has been asked to submit a further report to the Panel's next meeting to provide an update on the current position and to identify trends in the implementation of actions. In the event, that there is no improvement in performance, a further discussion on the action which the Panel wishes to take to address the situation will take place at the next meeting.

VALUE FOR MONEY AT HUNTINGDONSHIRE DISTRICT COUNCIL

The Corporate Governance Panel has considered the contents of the first annual report prepared by the Head of Resources on the Council's achievement of Value for Money (VfM). Value for Money is a term which is used to assess whether or not an organisation has obtained the maximum benefit from the goods and services which it acquires and provides, within the resources available to it. On this occasion, the report has been divided into two sections to identify value for money at the service delivery level and value for money in corporate activity.

In terms of the corporate activities, Members have looked at the failings which have been identified in the project to deliver the Huntingdon Multi-

Storey Car Park and the re-development of facilities at One Leisure, St Ives. The Panel has been reminded that following the 2012/13 external audit a number of measures were put in place to improve the Council's approach to project management and that the projects referred to had commenced prior to these new arrangements. Members were firmly of the opinion that this situation should not be allowed to re-occur.

Having noted that the Overview and Scrutiny Panel has established a Select Committee to investigate the Council's approach to project management and the issues which had emerged from the two specific projects outlined above, Members were of the opinion that the resulting report should be presented to the Corporate Governance Panel to enable Members to make an informed comment as part of the Annual Governance Statement. It has also been suggested that the Council's Procurement Manager should be invited to attend a future meeting of the Panel to provide his comments on the extent to which Council Officers are following procurement recommendations and the effectiveness of his role within the organisation.

Finally, the Panel has reviewed the outcome of a table top review of value for money which has been conducted at service delivery level. It was suggested that there may be potential to standardise the activities which are being undertaken in different service areas.

HUNTINGDONSHIRE DESIGN GUIDE

The Overview and Scrutiny Panel (Environmental Well-Being) has previewed the new Huntingdonshire Design Guide Supplementary Planning Document. This sets out a number of design principles based on recognised best practice and outlines the key requirements that the Council will take

into consideration when assessing planning proposals. The need to update the Council's existing Design Guide was identified following a previous review by the Panel of the design principles for future developments. The new Design Guide will directly comply with national planning policy guidance and align with other documents currently being put in place by the District Council's Planning Team (i.e. the Council's Tree Strategy).

Although intended that the new Design Guide will be viewed primarily online, the Panel has congratulated Officers on its presentation and welcomed the use of 'Plain English'. However Members have expressed disappointment that some of the examples of good practice illustrated have been taken from outside of the District. The Panel has also emphasised the need to be consistent when referencing examples of good and bad practice throughout the Guide.

In terms of content, the Panel has discussed the continuing impact of on-street parking and the lack of private parking on the overall visual amenity of new developments. Whilst it was acknowledged that this still remained an issue, Members have welcomed the inclusion of a minimum size for garages within the Guide.

The Panel has discussed the need to ensure that the statements made with regard to on-street parking within the new Design Guide are supported by the County Council as the Highways Authority. Members have been advised that the County Council will be a consultee to the document and as such it will be possible to make these points to them directly. It is hoped that the new Guide will influence the County Council to impose requirements which are consistent with the new SPD and thus improve the design quality of new developments.

The Panel has been advised that a six week public consultation on the Huntingdonshire Design Guide will be take place between the 9th January and 20th February 2015. Having discussed the expectations of this exercise, Members have emphasised the need to promote the consultation and to give feedback to the public. The Panel will also have a further opportunity to make comments on the Design Guide during this time.

Finally, and having regard to the timetable for the adoption of the Guide as an SPD in March 2015, the Panel has emphasised the need to achieve a robust and sound document notwithstanding the timescale for its approval.

ENERGY MANAGEMENT PLAN

The Overview and Scrutiny Panel (Environmental Well-Being) has received an update on the energy and cost savings which have been achieved through the Council's Carbon Management Plan since its adoption in 2009.

Members have been advised of plans to enter into a partnership with the County Council, Greater London Authority and Local Partnerships to access the RE:FIT procurement framework to assist with the identification and procurement of future projects. This will enable the Council to commission free desk top energy assessments of its nine main sites and to explore commissioning Investment Grade Proposals, where a business case for energy reduction is identified by the desk top assessment.

In considering the proposal, the Panel has discussed the costs associated with the RE:FIT programme and has noted there would be a charge in the region of £1,000 - £4,000 for the preparation of a full Investment Grade Proposal. These would be recovered by the partner

provider from the savings achieved by the Council in the first year.

In response to a question, the Environment Team Leader undertook to circulate to Members an update on the Green Deal Home Improvement Fund which had been re-launched this week. The Panel also have been advised that the £7.8m funding which had been secured from the 'Green Deal Communities Fund' for solid wall installation in Cambridgeshire does not have to be spent until 30th September 2015 which would give the Council more time to actively promote the scheme to residents and secure sign-up.

Having endorsed the proposals within the report, the Panel has requested that further updates on the progress with the identification and procurement of future projects through the RE:FIT procurement framework should be presented to future meetings of the Panel.

The Cabinet has reviewed the update on the energy and cost savings that have been made through the Council's Carbon Management Plan in 2009/14. In 2013/14 projects to the value of £183,000 have been implemented, saving the council an estimated £55,000 per annum. The progress in reducing the Council's energy use and carbon emissions from its buildings and fleet has been recognised.

As there is considerable scope to undertake further work, the Cabinet has supported the proposal to enter into a partnership with the County Council, the Greater London Authority and Local Partnerships to access the RE:FIT programme. Initially the Council will commission free desk top energy assessments of the Council's nine main sites and the Cabinet will be consulted before the subsequent stages of the programme are undertaken.

Executive Councillors have stressed that the revenue savings of such capital investments are reflected in future budgets.

PETITION

A petition relating to the Octagon, Station Road, St Ives containing 266 signatures has been presented to the Overview and Scrutiny Panel (Social Well-Being). Officers have been asked to prepare a report for a future meeting on the issues raised by the petition and the organiser (of the petition) has been invited to make a submission to the same meeting on suitable uses for the Octagon.

WELFARE REFORM AND THE IMPACT ON HUNTINGDONSHIRE

The Overview and Scrutiny Panel (Social Well-Being) has been acquainted with the effects of the Government's Welfare Reform programme and how it impacts upon households in Huntingdonshire in relation to Housing Benefits, Council Tax Support and homelessness. Members have examined the changes that are taking place in respect of social sector size criteria rules, Council Tax Support, the benefit cap, Universal Credit, migrants and discretionary housing payments.

The Panel has paid close attention to the position of tenants of Registered Providers who have rent arrears and the interventions undertaken by the District Council as a means of preventing them from becoming homeless. Members have discussed the approach adopted for discretionary housing payments and the affordability of private sector rented accommodation.

A further update will be provided when circumstances require it.

COUNCIL TAX SUPPORT SCHEME 2015/16

The Overview and Scrutiny Panel (Social Well-Being) has recommended the Cabinet to approve a change to the local Council Tax Support scheme with effect from 1st April 2015. The change means the Council will disregard all child maintenance in its calculations, which will result in greater levels of Council Tax Support entitlement to those customers in receipt of this type of income.

The Cabinet has considered the proposed change to the Council Tax Support Scheme for 2015/2016. The change will affect approximately 350 households and will cost in the region of £2k. It will bring the Council into line with the majority of other Councils. Having requested the Social Well-Being Panel to carry out an evaluation of the overall scheme and, in particular, its effect on employment trends, the Cabinet has recommended the Council to approve the change to the local Council Tax Support scheme with effect from 1st April 2015.

ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014

The Overview and Scrutiny Panel (Social Well-Being) has supported the intention to delegate new powers to Officers to tackle anti-social behaviour. As previous legislation has been repealed, the Council currently has no powers in this area.

The Panel has commented that the introduction of the new Act is likely to create interest amongst the public in using the new powers, thereby placing greater demands on the Council. This could be exacerbated by the fact that the "test" of anti-social behaviour has been lowered, meaning that a larger range of activities can be classed as such. In addition, the Crown Prosecution Service will be able to refer cases directly to Councils to carry out

enforcement. While the level of demand placed on the Council is not yet known, the Scrutiny Panel has highlighted that, for these reasons, the service may need more resources.

The Cabinet has been acquainted with the implications for the Council of Anti-Social Behaviour, Crime and Policing Act 2014. It has been noted that the Act means enforcement will be streamlined and will give the Council more control over its enforcement activities. With the exception of the community trigger, which is a duty, all the provisions of the Act constitute powers so the Council only has to use them if they are appropriate.

Executive Councillors have expressed concerns that public space protection orders and dog control orders will expire if they are not reviewed and re-evidenced, thereby creating additional workloads. Members have drawn attention to the absence of available data on the likely benefits of the Act and on its objectives.

Comment has been made that the Act could cause resources to be diverted to activities that have less benefit for the public and that the Community Trigger could be used in a way for which it was not intended. It could also have unintended consequences. Various ways of managing its use have been discussed.

Having expressed their support for the delegations associated with the new powers created by the Act and with the creation and maintenance of policies and procedures, the Cabinet has requested Executive Councillors, Senior Officers and Overview and Scrutiny to look at how enforcement will be undertaken in conjunction with the police and to devise a draft scheme of thresholds for application to the Community Trigger.

FACING THE FUTURE – UPDATE

The Overview and Scrutiny Panel (Economic Well-Being) has been acquainted with the status of the ideas identified through Facing the Future. Financial information on the ideas will be presented to Members in February/March 2015.

PROJECT MANAGEMENT

A study template has been agreed by the Overview and Scrutiny Panel for Economic Well-Being, which identifies the terms of reference for the Panel's Select Committee on Project Management. Specifically, the Committee will:

- review the Council's project management arrangements in the wake of the issues highlighted by the One Leisure St Ives and Huntingdon Multi-Storey Car Park Close Down Report;
- test the robustness of the Council's new project management toolkit and governance arrangements;
- consider how lessons learned have been addressed, and
- determine whether any further improvements are required.

At the meeting in December, the Panel received a demonstration of the Council's programme and project management toolkit and various aspects of it have been examined. Members received assurances that the tools contained safeguards to prevent unauthorised amendments to projects. These are now augmented by project boards and the Programme and Project Governance Group will oversee projects at different levels. The toolkit creates an audit trail, which will enable those who are responsible for decisions to be held to account. The Panel commented on the need for the toolkit to be flexible and to place emphasis on the financial implication of projects and

issues that prevent them being completed as planned. The Panel also welcomed the appointment of Laura Lock as Programme and Project Manager.

The Select Committee will refer to the information presented during the demonstration. It will also make recommendations on Members' involvement in project management.

ZERO BASED BUDGETING

The Overview and Scrutiny Panel (Economic Well-Being) has received a detailed description of the Zero Based Budgeting (ZBB) process in preparation for setting the 2015/16 Budget and the Medium Term Financial Strategy. Through ZBB every service area will eventually be examined. To date, savings of £0.916m have been identified; however, this reduces to £0.196m when corporate costs are taken into account. The Panel has examined what these costs include and how they appear in the financial information they receive. Members also have discussed the discrepancy between the Establishment List maintained by Human Resources and the Salaries Budget. This is the result of posts being held vacant. Measures will be put in place to ensure the two are "in balance" in the future.

The Panel has discussed in detail the ZBB process in respect of One Leisure. A strategy has been developed for the service to breakeven next year and a target has been set to achieve a return of 5% by 2016. An important part of this is creating sound turnover and expenditure predictions. Members have been assured that there will be no loss of leisure service provision. On that subject, it is generally agreed that the Council cannot continue to do everything it always has and the way it does things also will change.

The Cabinet has decided to expedite the ZBB process. It will now be completed

two years earlier than originally planned. Additional temporary external resources will be required to achieve this. The Executive Councillor for Resources is confident that this will be cost effective as it will bring forward the efficiencies.

The Executive Councillor for Resources also has expressed the view that the ZBB process is robust, that Executive Councillors have been engaged and that it will help them better to understand their services. Overview and Scrutiny will then be in a position to scrutinise them on their services' operational and financial performance. The outputs and outcomes that will result from the ZBB process will be reported to the other Overview and Scrutiny Panels as appropriate.

The Panel has noted that some services have put considerable work into their Star Chamber appearances and have achieved savings that are reflected in budgets that will be put forward for adoption. Other services have been asked to carry out additional work and re-submit their budget proposals.

The main issue that has arisen during the process is the inability of the Council's information systems to produce management information. An action has been identified to address this.

In conclusion, Members are content with the ZBB process. They have noted the variance in the Establishment from the Salaries Budget and are satisfied that it has been recognised. The Employment Panel will monitor this going forward. The Panel looks forward to scrutinising Executive Councillors on ZBB shortly and will focus on the weaker areas.

The Panel supports the revised timetable and has requested

information on whether the decision to recruit additional temporary external resources achieves value for money.

The Cabinet has discussed progress of the (ZBB) programme, in which they have had considerable involvement. They are satisfied that the process has been robust and that much has been learned. There has been a mixed response from services, though this may partly be attributed to a lack of understanding about how the Council defines ZBB and what practical steps are required for the star chamber. The Corporate Management Team has been charged with robustly enforcing the Cabinet's view that cultural change should be adopted along ZBB principles.

The Cabinet has discussed the approaches of individual services to ZBB and their performance in the star chamber. All services have to do more work on their individual budgets. A draft budget is being prepared by Officers in conjunction with their respective Executive Councillors. There will be scope for further debate by Members and changes to be made before the budget is finalised in February.

Of the improvements that need to be made to the process, the most important is to develop the Council's systems to provide the necessary financial / management information to enable Officers to manage and monitor their services. In particular, the new systems will resolve what service budgets include and what are deemed to be corporate costs. In addition, the information will be independently verified. The Cabinet has asked for a plan for action that will be taken leading to the introduction of the new systems.

The Cabinet has received the comments of Members of the Economic Well-being Overview and Scrutiny Panel, who have welcomed the Cabinet's approach to working with them. The Panel has invited

all Executive Councillors to its meetings in the New Year to discuss their budget proposals and will undertake further scrutiny work on their performance throughout the year.

DEVELOPMENT MANAGEMENT APPLICATIONS

At its December meeting, the Development Management Panel considered five applications of which four were approved and one was delegated to the Head of Development to determine after further consultation.

UPDATE IN RELATION TO CHANGES TO THE DEVELOPMENT MANAGEMENT SERVICE

The Development Management Panel has updated the scheme of delegation to reflect changes to the establishment and has extended the existing powers to sign-off decisions. The Panel will receive further reports in the New Year on the scope of delegations on Development Management.