

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

**Contact  
(01480)**

## **APOLOGIES**

**1. MINUTES** (Pages 1 - 6)

To approve as a correct record the Minutes of the meeting of the Panel held on 3rd March 2015.

**A Green  
388169**

**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 20th March 2015, is attached. Members are invited to note the Plan and to comment as appropriate on any items contained therein.

**Democratic Services  
388169**

**4. HEALTHWATCH UPDATE**

Ruth Rogers, Chair of Healthwatch Cambridgeshire, will present and update on Healthwatch's activities in Cambridgeshire.

**A Green  
388169**

**5. CLOSER WORKING WITH THE POLICE**

Laura Hunt, Chief Inspector – Cambridgeshire Constabulary, will present to the Panel on closer working between the Police and Councillors.

**A Green  
388169**

**6. WORKPLAN STUDIES** (Pages 13 - 14)

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

**A Green  
388169**

**7. OVERVIEW AND SCRUTINY PROGRESS** (Pages 15 - 20)

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

**Democratic Services  
388169**

**8. SCRUTINY** (Pages 21 - 26)

To scrutinise decisions taken since the last meeting as set out in the

Decision Digest and to raise any other matters for scrutiny that sit within the remit of the Panel.

Dated this 26th day of March 2015



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**

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**Please contact Democratic Services Team, Tel No. 01480 388169/e-mail Adam.Green@huntingdonshire.gov.uk if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Committee/Panel.**

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

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

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

### **Emergency Procedure**

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

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# Agenda Item 1

## HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (SOCIAL WELL-BEING) held in Civic Suite 0.1A, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Tuesday, 3 March 2015.

PRESENT: Councillor S J Criswell – Chairman.

Councillors K M Baker, R C Carter, I J Curtis, M Francis, A J Hardy, Mrs P A Jordan, P Kadewere, S M Van De Kerkhove, Mrs R E Mathews and Mrs D C Reynolds.

APOLOGY: An apology for absence from the meeting was submitted on behalf of Councillor R Fuller.

### **92. MINUTES**

The Minutes of the meeting of the Panel held on 3rd February 2015 were approved as a correct record and signed by the Chairman.

### **93. MEMBERS' INTERESTS**

Councillor Mrs P A Jordan declared a non-disclosable pecuniary interest in relation to Minute No. 14/96 as an employee of the Cambridgeshire Community Service based at Hinchingsbrooke Hospital.

Councillor Mrs D Reynolds declared a non-disclosable pecuniary interest in relation to Minute No. 14/95 and 14/96 as an employee of a GP's surgery.

### **94. 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 March to 31st July 2015.

### **95. MENTAL HEALTH UPDATE**

The Chairman welcomed Mr J Ellis, Clinical Commissioning Group (CCG) Commissioning and Contract Lead, Dr E Tiffin, CCG Clinical Lead and Dr D Irwin, GP Mental Health Lead to the Panel. The Panel were given an update on Mental Health Services in Huntingdonshire. The following points were highlighted:

- ◆ The service model had been redesigned after consultation with GPs, service users and the public. The Cambridgeshire service was split into different areas, North, Central and South. There was a central point of access via the Advice and Referral Centre (ARC). Importantly GPs knew which service to access depending on the circumstances.
- ◆ The majority of referrals came from GPs, with the police as the second highest source of referrals.

- ◆ Priorities included a better referral system which involved referring patients in a short space of time.
- ◆ In 2015/16 National Planning Guidance identified specific priorities for mental health such as carer support and parity of esteem
- ◆ The CCG would also work on supporting patients once they had been discharged.

The Chairman asked what the waiting times were for referrals? In response the Panel was informed that for the Improving Access to Psychological Therapies (IAPT) service there was no waiting time, for Step Three referrals the waiting time was variable and could be between four weeks and twelve weeks. For Children's Mental Health there were long waiting times, however this was a national problem due to an upsurge in take up. The problem was being worked on.

A Member asked if the problems occurred after the initial stage as the CCG had stated that they were looking for referrals. In response it was clarified that that the space was with the IAPT service and other areas were different. The target for referrals to IAPT was a national target for which funding had been made available.

A question was raised by a Member regarding the number of patients from Huntingdon being sent to Peterborough and how they had been coping. The Panel was informed that in nine months 128 patients have been sent to Peterborough and the average stay was around seven days. The total number of patients that had been admitted was less than before because home treatment had been used more often. Dr Irwin stated that he felt that the current situation was much better for Huntingdonshire patients.

The issue of children's mental health and in particular the length of time from referral to diagnosis was raised. As none of the representative present were experts in children's mental health, they agreed to forward the question onto the children's mental health team. The Panel discussed the possibility of inviting the children's mental health team to a future meeting of the Panel.

A Member asked how the ARC was working? The Panel were informed that colleagues liked the locality aspect however the contingency planning team needed to collect data more effectively so that better use could be made of community services which in turn would take pressure off statutory services.

Mr Ellis, Dr Tiffin and Dr Irwin were asked how the voluntary sector was used. In response the Panel were informed that data gathering had been a problem for mental health services so proving services were required had been difficult. Finance had been provided for the voluntary sector and from April 2016 there would be a doubling of what was spent on the voluntary sector.

A Member raised the issue of armed forces personal integrating back into the community and asked how the CCG ensured they received the treatment they needed. Dr Tiffin stated that the CCG have not specifically looked into the position of the armed forces but these individuals were able to access the services provided. Dr Irwin added that the single point of access recorded whether a patient was or had

been a member of the armed forces.

A Member asked how the CCG prevented mental health problems from occurring and reoccurring. Members were informed that there was a Public Health and Mental Health Strategy, which aimed to address this. There were a number of voluntary sector groups operating in this area and patients were actively encouraged to engage with them. Regarding children, anti-bullying measures had been looked at. In addition good housing was an important factor in preventing mental health issues arising.

## **96. HINCHINGBROOKE HOSPITAL ACTION PLAN**

The Chairman welcomed Mr H Abdel-Rahman, Chief Executive Officer and Clinical Chairman, Mr M Burrows, Chair of the Hinchingsbrooke Trust Board, Mrs D Fowler, Director of Nursing, Midwifery and Quality and Mr C Davidson, Franchise Manager, who had been invited to present the Hospital Action Plan.

The Chairman informed the Panel that the presentation would be in two sections: how Hinchingsbrooke had got to its present position with questions and then the future for the Hospital with questions. The Panel then received a presentation which was led by Mr H Abdel-Rahman on the history of Hinchingsbrooke and present position. The following points were highlighted:

- ◆ Hinchingsbrooke had recorded high levels of patient satisfaction as well as low levels of serious incidents including zero "Never Events".
- ◆ There had been particular problems with Accident and Emergency (A&E), as there had been nationwide.
- ◆ The Care Quality Commission (CQC) report highlighted that the areas of critical care, maternity and gynaecology and outpatients and diagnostic imaging were good, however the areas of A&E and Medical Care were inadequate.
- ◆ The CQC report on Critical Care highlighted that the environment of the department led to poorer patient experience and that at times there had been capacity issues. However Mr Abdel-Rahman informed the Panel that the new Critical Care unit would open in July and this would address these concerns.

The Chairman informed the Panel that questions had been submitted by Mr Lynch and Mr Sweeney, though some questions overlapped. The first question was why had no-one accepted responsibility and resigned following the CQC report? In response the Panel were told that the CQC had not inspected Hinchingsbrooke because of concerns raised but because it was a low risk hospital. In addition the Chief Executive and Board would stay at the Hospital to work with the NHS Trust Development Authority to make the system work.

Mr Abdel-Rahman was asked, since his appointment, what proportion of his time he spent on the designated role of Chief Executive? Mr Abdel-Rahman told the Panel that he became Chief Executive last year and currently spent one day a week as a consultant.

Mr Abdel-Rahman and the Board were then asked if they had past

and present shares in Circle holdings or held membership of a political party. Mr Abdel-Rahman responded saying that he had no shares in any company, he did not receive a salary from Circle and he was not affiliated to any political party. Mr Burrows, Mrs Fowler and Mr Davidson informed the Panel that none of them had shares in Circle and or were affiliated to a political party.

The Board were asked about the finances of the Hospital. In response the Board said that they were concerned about the finances of the trust and that the deficit in the budget was as a result of a number of factors including increases in staffing costs to cope with higher than expected emergency activity. The Hospital had been rated as a low risk organisation but there was a need to address variations in performance. The Panel were informed that since the CQC inspection there had been six inspection visits, which had identified improvements.

The Board were then asked why they had employed a Director of Governance and whether governance was the responsibility of Board members. Mr Abdel-Rahman responded by saying that the NHS valued good governance and the fact that a Director of Governance had been appointed was a sign that the Hospital viewed governance as being important.

A question was asked about how many Management and Health consultants had been employed during Circle's franchise period and at what cost? Mr Abdel-Rahman confirmed that no management and health consultants had been employed during Circle's franchise period.

The final question from Mr Lynch and Mr Sweeney was regarding the historical £40m debt and whether there was substance in the claim that the Trust had asked the Government for an additional £10m loan. The Board informed the Panel that once surpluses had been made, the debt would start to be repaid. The Hospital had approached the government for an additional £10m through the NHS funding system. Mr Abdel-Rahman added that it was important to remember that Cambridgeshire and Peterborough had historically been underfunded and there was a funding gap as a result.

A Member asked about staffing levels and in particular how many agency staff had been appointed by the Hospital and at what cost. In response Mrs Fowler informed the Panel that the cost of employing agency staff was double that of employing a permanent member of staff. There was a national shortage of nurses and Hinchingsbrooke was not been immune from that situation. The current vacancy rate was 12% which represented 21 full time equivalents but the turnover of nurses had reduced from 13% to 10%. In addition the Panel were told that the additional problems with A&E added to the staffing pressures.

The Board were asked about the reported perception of patients that the Hospital had a good cafe but needed more nurses on the wards. In response the Panel was informed that the Hospital received an income from the café franchise. Throughout Cambridgeshire there were vacancies for nurses, although £1.2m has been invested to make sure there were enough nurses on each ward. The Hospital had



gone to great lengths to recruit nurses and now had 16 international nurses in an induction programme.

A concern was raised that there were patients turning up at A&E who should be going to their GPs but did not do so because they could not get an appointment. Mr Abdel-Rahman responded by saying that that it was difficult to assess if this was the case but that co-ordinated efforts were required to ensure that patients obtained services in the most appropriate way.

A Member asked about the CQC's final report to which response was that the report had been published but the CQC had accepted it contained 200 inaccuracies. However this did not change the rating the Hospital received.

The Board were asked about staff morale and how the management was going to engage with staff now Circle had withdrawn. In response Mr Abdel-Rahman stated that when Circle joined staff morale was low, however it was now rising with more consultants and nurses than before. The trade unions had been supportive and were meeting with management regularly. In addition the sickness absence rates had fallen.

The £10m loan through the NHS funding system was raised and in response the Board stated that the terms had not yet been agreed but it would not be repaid until the Hospital's financial circumstances permitted it.

The Chairman thanked the Panel, Mr Lynch and Mr Sweeney for their questions and moved onto the second section of the item. The Panel was informed of the direction the Hospital intended to take. The following points were highlighted:

- ◆ Since the CQC's report there had been progress and the quality improvement plan could be viewed on the Hospital's website.
- ◆ The Board was continuing to monitor the Hospital's finances as well as making sure that it adhered to operational performance standards.
- ◆ Patients remained at the core of the business strategy.
- ◆ The Hospital aimed to become one of the top 10 District General Hospitals.

A Member stated that in their personal experience the hospital employed good practices.

The Chairman thanked Mr Abdel-Rahman, Mr Burrows, Mrs Fowler and Mr Davidson for attending and presenting the Hospital Action Plan. The Panel agreed that the item would be followed up at a later date. The Chairman informed the Panel that he was on the Oversight Group at the Hospital.

*(At 20:28, during discussion on this item, Councillor Mrs P A Jordan left the meeting. At 21:03, after the conclusion of the item, Councillor A J Hardy left the meeting.)*

**97. 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.

**98. OVERVIEW AND SCRUTINY 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 Chairman advised Members that Ruth Rogers from Healthwatch would be attending the Panel meeting in April.

The Panel noted that scrutiny agenda plan included: the Hinchingsbrooke improvement plan, Children and Young People's Mental Health Provision, a verbal update from the Affordable Housing Working Group and Chief Inspector Laura Hunt would attend to speak about closer working between the Police and Councillors at the April Panel meeting.

**99. SCRUTINY**

The 153rd edition of the Decision Digest was received and noted.

Chairman

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

**Prepared by** Councillor J D Ablewhite  
**Date of Publication:** 24 March 2015  
**For Period:** 1st April 2015 to 31st July 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: <a href="mailto:Jason.Ablewhite@huntingdonshire.gov.uk">Jason.Ablewhite@huntingdonshire.gov.uk</a>
Councillor S Cawley	- Executive Councillor for Organisational Change and Development	6 Levers Water Huntingdon PE29 6TH Tel: 01480 435188 E-mail: <a href="mailto:Stephen.Cawley@huntingdonshire.gov.uk">Stephen.Cawley@huntingdonshire.gov.uk</a>
Councillor B S Chapman	- Executive Councillor for Customer Services	6 Kipling Place St. Neots Huntingdon PE19 7RG Tel: 01480 212540 E-mail: <a href="mailto:Barry.Chapman@huntingdonshire.gov.uk">Barry.Chapman@huntingdonshire.gov.uk</a>
Councillor D B Dew	- Executive Councillor for Strategic Planning & Housing	4 Weir Road Hemingford Grey Huntingdon PE28 9EH Tel: 01480 469814 E-mail: <a href="mailto:Douglas.Dew@huntingdonshire.gov.uk">Douglas.Dew@huntingdonshire.gov.uk</a>
Councillor J A Gray	- Executive Councillor for Resources	Vine Cottage 2 Station Road Catworth PE28 OPE Tel: 01480 861941 E-mail: <a href="mailto:Jonathan.Gray@huntingdonshire.gov.uk">Jonathan.Gray@huntingdonshire.gov.uk</a>

Councillor R Howe	- Executive Councillor for Commercial Activities	The Old Barn High Street Upwood Huntingdon PE26 2QE  Tel: 01487 814393 E-mail: <a href="mailto:Robin.Howe@huntingdonshire.gov.uk">Robin.Howe@huntingdonshire.gov.uk</a>
Councillor T D Sanderson	- Executive Councillor for Strategic Economic Development and Legal	29 Burmoor Close Stukeley Meadows Huntingdon PE29 6GE  Tel: 01480 412135 E-mail: <a href="mailto:Tom.Sanderson@huntingdonshire.gov.uk">Tom.Sanderson@huntingdonshire.gov.uk</a>
Councillor D M Tysoe	- Executive Councillor for Operations & Environment	Grove Cottage Maltings Lane Ellington Huntingdon PE28 0AA  Tel: 01480 388310 E-mail: <a href="mailto:Darren.Tysoe@huntingdonshire.gov.uk">Darren.Tysoe@huntingdonshire.gov.uk</a>

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](mailto:Democratic.Services@huntingdonshire.gov.uk).

Agendas may be accessed electronically at [www.huntingdonshire.gov.uk](http://www.huntingdonshire.gov.uk).

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

Any person who wishes to make representations to the decision maker about a decision which is to be made or wishes to object to an item being considered in private may do so by emailing [Democratic.Services@huntingdonshire.gov.uk](mailto: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
Capital Programme 2015 - 2016***	Cabinet	23 Apr 2015		Eric Kendall, Head of Operations Tel No 01480 388635 or email Eric.Kendall@huntingdonshire.gov.uk		J A Gray	Economic Well-Being
Commercial Investment Strategy	Cabinet	18 Jun 2015		Colin Luscombe, Estates Strategic Assessment Tel No 01480 387086 or email Colin.Luscombe@huntingdonshire.gov.uk		J A Gray	Economic Well-Being
Draft Huntingdonshire Design Guide Supplementary Planning Document	Cabinet	18 Jun 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

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
Customer Services Strategy***	Cabinet	18 Jun 2015		John Taylor, Head of Customer Services Tel No. 01480 388119 or email John.Taylor@huntingdonshire.gov.uk		B S Chapman	All
Marketing Strategy & Branding for Huntingdonshire****	Cabinet	18 Jun 2015		Sue Bedlow, Economic Development Manager Tel No. 01480 317096 or email Sue.Bedlow@huntingdonshire.gov.uk		T D Sanderson	Economic Well-Being
A14 Joint Local Impact Report, Statement of Common Ground and Environmental Impact Assessment matters	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
Local Plan to 2036 - Proposed Submission	Cabinet	16 Jul 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	Reasons for the report to be considered in private	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Home Improvement Agency - Annual Report	Cabinet	16 Jul 2015		Trish Reed, Housing Strategy Manager Tel No. 01480 388203 or email Trish.Reed@huntingdonshire.gov.uk		D B Dew	Social Well-Being
CPE - Civil Parking Enforcement	Cabinet	16 Jul 2015		Eric Kendall, Head of Operations Tel No. 01480 388635 or email Eric.Kendal@huntingdonshire.gov.uk		R B Howe	Environmental Well-Being

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**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. A meeting of the Working Group was held on 25th March 2015 at which Members considered the draft Cambridgeshire Flooding and Water SPD.
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 24th 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.
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 Select Committee met in advance of their January meeting to discuss the scope of the Select Committee. Select Committee to be held on 17th February 2015.
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
	<p><b><u>Hinchingbrooke Hospital</u></b></p> <p><b>(a) Management of the Hospital</b></p> <p><b>1/04/14</b> 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 to provide updates.</p> <p><b>4/11/14</b> Requested sight of the report of the September 2014 CQC inspection</p> <p>Requested plan to inform future health scrutiny.</p> <p><b>6/01/15</b> Scoping report on potential work on the health economy. Further reports requested:</p> <ul style="list-style-type: none"> <li>• on the current state of Neighbourhood Planning within the Council and how it was likely to develop and how it might promote community resilience;</li> <li>• on community engagement, including examples of good practice;</li> <li>• on the impact of Welfare Reforms, including fuel poverty and how it was defined;</li> <li>• reviewing the Council's Equalities Impact Assessment arrangements, and</li> <li>• on the impact of growth on GP surgeries, school places and hospital capacity.</li> </ul>	<p>Link to report circulated directly to Members.</p>	<p>Hisham Abdel-Rahman, CEO, to report on Hinchingbrooke Hospital Action Plan.</p> <p>Ruth Rogers, Chair, to report on the work of Healthwatch Cambridgeshire.</p>	<p><b>3/03/15</b></p> <p><b>7/4/15</b></p>

Panel Date	Decision	Action	Response	Date for Future Action
3/03/15	Hisham Abdel-Rahman, CEO, attended the Panel and reported on the Hinchingsbrooke Hospital Action Plan.		The Panel agreed to receive an update on the Hinchingsbrooke Hospital Action Plan at a future meeting.	
4/02/14	<p><b>(b) Financial and Operational Performance</b></p> <p>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.</p>	Reports to be presented to the Panel every six months.		
3/2/15	Presentation received from Mr R Murphy, Mr K Poyntz and Ms S Shuttlewood on hospital accountability. Discussed recent CQC report on the Hospital and CCG monitoring.			
4/12/12 & 4/03/14	<p><b><u>Delivery of Advisory Services Within the District</u></b></p> <p>The Voluntary Sector Working Group comprises Councillors R C Carter, Mrs P A Jordan, P Kadewere and Mrs R E Mathews</p>			
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			

Panel Date	Decision	Action	Response	Date for Future Action
	sector agreements.			
<b>7/01/14</b>	<b><u>Redesign of Mental Health Services</u></b> 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.			
<b>10/06/14 &amp; 8/07/14</b>	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.			
<b>4/11/14</b>	Further update requested on Mental Health Services.		See item elsewhere on the Agenda.	<b>3/03/15</b>
<b>4/06/13</b>	<b><u>Review of Elderly Patient Care at Hinchingsbrooke Hospital</u></b> Working Group appointed comprising Councillors S J Criswell, Mrs P A Jordan, P Kadewere and Mrs R E Mathews 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 24th February 2014.		

Panel Date	Decision	Action	Response	Date for Future Action
	Oral report on recent Working Group meeting with the Hospital.			
<b>4/03/14</b>	<p><b><u>Affordable Housing</u></b></p> <p>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.</p>	<p>First meeting held on 22nd July 2014 to scope out the work.</p> <p>Second meeting held on 23rd September 2014 on the new Local Plan. Executive Councillor present.</p>	<p>Terms of Reference agreed and further actions identified.</p> <p>Terms for draft policies for the new Local Plan discussed and recommendations made.</p>	
<b>4/11/14</b>	Formal update reported to the Panel. Findings to date and study programme endorsed.		<p>Next meeting to be held to review:</p> <ul style="list-style-type: none"> <li>• Rural housing programme – past and future</li> <li>• Community Land Trust model</li> <li>• Ways to increase awareness / take up</li> <li>• Work of Foundation East</li> </ul>	
<b>9/2/14</b>	Working Group meeting held to discuss Community Land Trusts and rural affordable housing development.			
<b>16/03/15</b>	Working Group meeting held to discuss the Government changes affecting the supply of new affordable housing and the Elphicke-House Report		<p>Next meeting to be held to scrutinise:</p> <ul style="list-style-type: none"> <li>• The housing register</li> <li>• Statistics on homelessness</li> <li>• Housing need</li> <li>• Bands of people on the register</li> </ul>	<b>20/04/15</b>

Panel Date	Decision	Action	Response	Date for Future Action
3/02/15	<p><b><u>Huntingdonshire Strategic Partnership (HSP)</u></b></p> <p><b>Huntingdonshire Community Safety Partnership</b></p> <p>Annual review of the work of the Partnership.</p> <p><b>Children and Young People</b></p> <p>Details of the thematic group's priorities received together with details of its terms of reference, membership and current matters being discussed.</p> <p>Presentation received. Agreed to receive reports of meetings to monitor progress.</p>	<p>The Group meets four times per year in January, March, June and October.</p> <p>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>Reports to be submitted to the ensuing Panel meeting.</p>	
	<p><b>Health and Well-Being</b></p> <p>Background information received on the thematic group's outcomes, terms of reference, membership and Action Plan.</p>			

Panel Date	Decision	Action	Response	Date for Future Action
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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>
	Chairman and Vice-Chairman met with Chief Inspector Hunt to discuss closer working between the Police and Councillors.	<b>Chief Inspector Hunt will be attending a future Panel meeting to address Members on closer working between the Police and Councillors.</b>



## Decision Digest

Edition 154

**Monthly summary of the decisions taken at meetings of the Council, Cabinet, Overview & Scrutiny and other Panels for the period 1st to 24th March 2015.**

### **MENTAL HEALTH SERVICES IN HUNTINGDONSHIRE**

The Overview and Scrutiny Panel (Social Well-Being) has received an update from Mr J Ellis, Clinical Commissioning Group (CCG) Commissioning and Contract Lead, Dr E Tiffin, CCG Clinical Lead and Dr D Irwin, GP Mental Health Lead on Mental Health Services in Huntingdonshire. The general context was as follows:

- ◆ the Cambridgeshire service is split into different areas: North, Central and South with a central point of access via the Advice and Referral Centre (ARC).
- ◆ the majority of referrals come from GPs, with the police as the second highest source of referrals.
- ◆ priorities include a better referral system which involves getting patients referred in a short space of time.
- ◆ the CCG will also work on supporting patients once they have been discharged.

The Panel discussed the Improving Access to Psychological Therapies (IAPT) service and noted there is no waiting time, for Step Three referrals the waiting time is variable and can be between four weeks and twelve weeks.

The Panel were informed that in nine months 128 patients have been sent to Peterborough and the average stay is around seven days. In addition it was noted that the total number of patients

that have been admitted has been lower than previously due to the increased use of home treatment.

The Panel were told that the voluntary sector provides a lot of support to mental health services and the sector will see an increase in funding from April 2016.

The panel concluded that they would like to invite an expert to discuss children's mental health services at a future meeting.

### **HINCHINGBROOKE HOSPITAL ACTION PLAN**

The Overview and Scrutiny Panel (Social Well-Being) has received an update on the Hinchingsbrooke Hospital Action Plan from Mr H Abdel-Rahman, Chief Executive Officer and Clinical Chairman, Mr M Burrows, Chair of the Hinchingsbrooke Trust Board, Mrs D Fowler, Director of Nursing, Midwifery and Quality and Mr C Davidson, Franchise Manager. The presentation was split into two parts. The general context of part one was as follows:

- ◆ Hinchingsbrooke has recorded high levels of patient satisfaction as well as low levels of serious incidents including zero "Never Events".
- ◆ there have been particular problems with Accident and Emergency (A&E) as there have been nationwide.
- ◆ the Care Quality Commission (CQC) report highlighted that

the areas of critical care, maternity and gynaecology and outpatients and diagnostic imaging are good however the areas of A&E and Medical Care are inadequate.

- ◆ Hinchingsbrooke will have a new Critical Care unit opening in July.

The Panel were informed that the hospital is taking Governance seriously and has appointed a Director of Governance. The hospital will work with the NHS Trust Development Authority to improve the standards at the hospital. The hospital has applied for an additional £10m to balance the budget and will not start repaying the historical £40m debt until there is a budget surplus.

The Panel were informed that the cost of employing agency staff is double compared to employing a permanent member of staff. The current vacancy rate is 12% which is 21 full time equivalents however there are 16 international nurses in an induction programme.

The Panel were advised that the CQC's report was final and the 200 inaccuracies have been accepted however that did not change the rating received by the hospital.

The Panel were acquainted with the direction the hospital intends to take. The general context is as follows:

- ◆ Since the CQC's report there has been progress and the quality improvement plan can be viewed on the hospital's website.
- ◆ The Board is continuing to keep the finances in check as well as making sure that the hospital adheres to operational performance standards.
- ◆ The hospital aims to become one of the top 10 District General Hospitals.

The Panel discussed the heating system and were informed that the heating cannot be zoned as it is difficult to control. Therefore the decision is taken to keep the hospital warm as patients fare better in the warm than the cold.

#### **PROCUREMENT OF A NEW SOFTWARE SYSTEM FOR THE HOME-LINK SCHEME**

The Cabinet were informed that the current Housing Need Team's IT system is due for renewal and the Home-Link Partnership has begun a joint tendering exercise with the four district authorities in Cambridgeshire plus Cambridge City Council as well as two authorities in West Suffolk.

The current contract has previously been extended and the Partnership now wishes to test the market to explore other potential options. If following the procurement exercise a new supplier is the preferred bidder, additional costs are likely to be incurred. There will be no additional costs if the current supplier is the preferred bidder.

The software system is a web-based system and a licence fee is payable. The new contract will be for a 7 year period and there will not be a break in service between the expiry of the existing contract, which ends in April 2016 and commencement of the new contract.

The Cabinet authorised the Head of Customer Services, after consultation with the Executive Councillor for Customer Services, to accept the successful tender and sign the contract with the software provider.

If a new supplier is the successful bidder additional capital implementation costs in the region of £30k are likely to be incurred in which case options will be explored to fund this.

### **PATHFINDER HOUSE; BEST USE OF SPACE AND EXTERNAL LETTINGS**

The Cabinet has authorised the Managing Director, after consultation with the relevant Portfolio Holder for Resources, to approve the delegation in respect of long-term lettings of office space within Pathfinder House (Operational Estate). The Overview and Scrutiny Panel (Economic Well-Being) has supported the proposal and Members expressed the view that the proposal was a good news story.

### **EAST COAST MAIN LINE CROSSING CLOSURES**

The Overview and Scrutiny Panel (Environmental Well-Being) has received a report on the East Coast Main Line crossing closures. The purpose of the scheme is to close all the level crossings from London Kings Cross to Edinburgh. The works will be split into two sections: London Kings Cross to Doncaster and Doncaster to Edinburgh. The works on the London Kings Cross to Doncaster section of the line will take three years from 2017 until 2020. At the meeting an updated plan for the crossing closure at Offord was circulated to Members.

The Panel were informed that the scheme will not coordinate with the A14 improvement scheme as they will be delivered utilising different Statutory Acts. It is clear that as a result of the scheme a number of roads, roundabouts and bridges will be built. Members were informed that all roads would be offered to the County Council for adoption however Network Rail will be responsible for bridge maintenance.

Subsequently the Cabinet were presented with a progress report on the proposed closure of all crossing points on the East Coast Main Line throughout Huntingdonshire.

There was agreement amongst the Cabinet that Network Rail had endeavoured to undertake public consultation in order to establish local needs and that the proposed improvements would benefit both passengers and motorists.

The concerns expressed by the Overview and Scrutiny Panel (Environmental Well-Being), that the closure of level crossings could lead to increased road traffic, were highlighted and it was noted that these concerns were dispelled at the Panel meeting.

The Cabinet fully supported the investment in infrastructure. However, there remains an investment deficit in infrastructure in this part of the country, particularly to the rail network. It was also noted that widening of the line at Hatfield Viaduct was an essential improvement and the Cabinet urged East Coast Main Line to resolve this issue swiftly.

### **A14 PROGRESS REPORT**

The Overview and Scrutiny Panel (Environmental Well-Being) received an update on the A14 Cambridge to Huntingdon Improvement Scheme. Members were advised that in the consultation process the Council is a Tier 1 Stakeholder and even though the authority is not required to make a formal representation in order to appear at the Public Examination, a formal representation has been made.

The Panel were informed that the new bridges built as part of the scheme will be future proofed until 2036. The provision of adequate signage was also a concern to the Panel however the details regarding signage are yet to be decided. Members were informed that funding has already been committed for the scheme by the Treasury and in addition Council's within the scheme

have agreed funding contributions of £100m towards the scheme.

The Cabinet received a progress report on the A14 project and were informed that the Development Consent Order (DCO) application to the Planning Inspectorate had been accepted.

The deadline for submission of Council's Relevant Representation to the Planning Inspectorate was 12<sup>th</sup> March, prior to the meeting of Cabinet, and had been presented to the Overview and Scrutiny Panel (Environmental Well-Being) for comment.

As a result of the project regarding noise impact, 330 dwellings will be affected and 2800 dwellings will benefit. It was important that appropriate mitigation measures are put in place for those dwellings that will be most affected by noise.

It was noted that both Huntingdonshire District Council and South Cambridgeshire District Council have made a significant financial commitment to the scheme and disappointment was expressed that Cambridge City Council, who will benefit greatly from the scheme, have yet to make a financial commitment.

In considering the comments of the Overview and Scrutiny Panel (Environmental Well-Being) new bridges will be designed to accommodate future development and the provision of adequate signage is an ongoing matter.

The Cabinet agreed that the Council should continue to engage with the Development Consent Order process and to seek to reach agreement on outstanding matters.

#### **HUNTINGDONSHIRE DESIGN GUIDE – UPDATE**

Members received a verbal update on the Huntingdonshire Design Guide from

the Planning Service Manager (Policy), Mr P Bland. The Panel were informed that the guide is designed to be an electronic document as this is seen as the way forward in communicating and reaching the community and stakeholders.

It was noted that the guide was designed by Mr M Huntington and had the following features: high quality pictures to demonstrate good and bad planning design, simple text so that the public can easily understand the document and it is interactive with links so that different areas of the document can be accessed. The document will go out for consultation in the near future.

The Panel were informed that the Design Guide will be a supplementary planning document and will be enforceable. When the design guide comes live then Development Management applications will refer to the guide.

#### **ONE LEISURE UPDATE**

The Cabinet received an update on the performance of One Leisure which provided an indication of the strategic direction One Leisure is taking in order to address the financial deficit. The report explained how One Leisure is being restructured and how it intended to achieve realistic growth objectives with a reduced cost base without significant reduction to service levels.

As of 1 April 2015 the 'Advantage' membership will not be available to new Members, instead four different membership packages will be introduced.

The update report and its contents were noted by Cabinet who also requested that a further report be presented to Cabinet in six months, and that the relevant Scrutiny Panel should be included.

### **EXECUTIVE PORTFOLIO FOR ORGANISATIONAL CHANGE AND DEVELOPMENT**

The Overview and Scrutiny Panel (Economic Well-Being) has welcomed Councillor S Cawley, Executive Councillor for Organisational Change and Development, to its meeting. Councillor Cawley had been invited to the meeting to discuss his plans for his portfolio.

Councillor Cawley informed the Panel that the Leader of the Council was of the view that the organisation needs to improve its robustness and employees' morale and that employees are key to the delivery of services. The new portfolio demonstrated the Cabinet's commitment to these issues. Councillor Cawley's role will be to:

- Give strategic support to the Corporate Management Team;
- Embed the Workforce Development Strategy into the organisation;
- Introduce a new appraisal process;
- Promote talent management and succession planning;
- Oversee the Council's relationship with LGSS;
- Support the Staff Council;
- Improve the staff survey and make use of its results; and
- Ensure the "people agenda" was considered in every debate that took place.

The Panel has discussed the effect of the new portfolio on existing Executive Councillors' responsibilities for staff matters and on the Employment Panel. Members also considered LGSS, the staff survey, the First Contact counselling service, the role of the union and the use of 360° appraisals. Councillor Cawley invited Members to establish a dialogue on staff matters.

The Chairman has offered the Panel's assistance with the Executive Councillor's work.

### **INVESTMENT STRATEGY**

The Economic Overview and Scrutiny Panel has decided to discuss the terms of the Investment Strategy prior to its publication as a draft.

### **DEVELOPMENT APPLICATIONS**

The Development Management Panel has considered nine applications of which three have been approved, five refused and one deferred. One of the decisions to refuse an application was contrary to the Officer recommendation.

### **DESIGN CODES**

The Development Management Panel has given consideration to two Design Codes. One relating to Key Phase 1 of the Alconbury Weald development has been approved. The other in respect of the development at Bearscroft Farm, Godmanchester has been deferred for further consideration of various matters raised by the Panel. The main issues were around transport and parking, specifically near the school and the sports field. There also were more general questions about the provision of parking for residential properties and the width of the roads.

### **WINTRINGHAM PARK, CAMBRIDGE ROAD, ST NEOTS**

The Development Management Panel has been updated on the mixed use urban extension at Wintringham Park, Cambridge Road, St Neots. Members has noted progress of negotiations on Caxton Gibbet, primary school size, open space requirements, the local highway network and public footpaths.

## **SERVICE PLAN FOR FOOD LAW ENFORCEMENT 2015/16**

The Licensing & Protection Panel has considered the content of the draft Service Plan for Food Law Enforcement for 2015/16. The Plan has been developed to comply with the requirements of the Food Standards Agency (FSA) and incorporates the aims and objectives of the service, the resources available and a review of work undertaken during the previous year. The Plan has been written earlier than in previous years with the intention that it should be approved by Council at the start of the operational year.

Members' attention has been drawn to the developments that are planned for the service in 2015-16, which are in addition to the programmed and reactive work. Members have sought clarification and have asked questions on a number of these proposed activities.

The Panel's attention has also been drawn to the resources that are available to deliver the 2015/16 Plan and Members have noted that there is a reduction in budgetary provision of 4.85% on the previous financial year.

Having noted that the draft Plan was based upon the service remaining fully staffed and that the service plan would be under-resourced if staffing levels are not maintained, Members have expressed concerns at the failure to recruit to an existing vacancy within the Commercial Team. Having noted that there is no statutory timescale for the approval of the Plan and that by the date of their next meeting it would be possible to provide an update on the recruitment situation, the Panel has agreed that consideration of the Service Plan should be deferred to their next meeting in June 2015.

In terms of Members' involvement with the Service Plan, concerns have been

expressed that the Panel only has an opportunity to consider the Plan on an annual basis. Members are of the opinion that there should be a regular role for Panel Members during the course of the year to monitor performance against predicted activity levels and to review resourcing issues.

## **GUIDELINES RELATING TO THE RELEVANCE AND TREATMENT OF CONVICTIONS – HACKNEY CARRIAGE AND PRIVATE HIRE DRIVERS**

Subject to the inclusion of 'perjury' and 'perversion of the course of justice' to the list of dishonesty offences, the Licensing and Protection Panel has approved a set of revised guidelines relating to the relevance and treatment of convictions for hackney carriage and private hire drivers. The guidelines which are designed to ensure consistency in practice have been revised to reflect recent legislative changes and to provide greater clarity on the treatment of convictions received by existing drivers.

## **LICENSING AND PROTECTION APPLICATIONS SUB-GROUP**

The Licensing & Protection Panel has noted the details of the six meetings of the Applications Sub-Group which have taken place between 11th November and 10th March 2015.