

A meeting of the **OVERVIEW AND SCRUTINY PANEL (COMMUNITIES AND ENVIRONMENT)** will be held in **CIVIC SUITE 0.1A, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN** on **TUESDAY, 7TH JUNE 2016** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

- | | Contact
(01480) |
|---|-----------------------------|
| <p>1. MINUTES (Pages 5 - 12)</p> <p>To approve as a correct record the Minutes of the Overview and Scrutiny Panel (Communities and Customers) meeting held on 5th April 2016 and the Minutes of the Overview and Scrutiny Panel (Communities and Environment) meeting held on 18th May 2016.</p> | A Green
388008 |
| <p>2. MEMBERS' INTERESTS</p> <p>To receive from Members declarations as to disclosable pecuniary and other interests in relation to any Agenda item.</p> | |
| <p>3. NOTICE OF KEY EXECUTIVE DECISIONS (Pages 13 - 16)</p> <p>A copy of the current Notice of Key Executive Decisions is attached. Members are invited to note the Plan and to comment as appropriate on any items contained therein.</p> | M Sage
388007 |
| <p>4. REVIEW OF THE OWNERSHIP AND MAINTENANCE OF ORPHAN SITES (Pages 17 - 30)</p> <p>The Review of the Ownership and Maintenance of Orphan Sites is to be presented to the Panel.</p> | A Merrick
388635 |
| <p>5. ENVIRONMENTAL MATTERS UPDATE REPORT (Pages 31 - 42)</p> <p>The Panel is to receive the Environmental Matters Update Report on Annual Management Plans for Countryside Assets, Grounds Maintenance Service Specification and Fly Posting.</p> | A Merrick
388635 |
| <p>6. WORK PLAN STUDIES (Pages 43 - 44)</p> <p>To consider the work programmes of the Economy and Growth and Performance and Customers Overview and Scrutiny Panels.</p> | A Green
388008 |
| <p>7. OVERVIEW AND SCRUTINY PROGRESS (Pages 45 - 50)</p> <p>To consider a report on the Panel's activities.</p> | A Green
388008 |

Dated this 26th day of May 2016



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 Mr Adam Green, Democratic Services Officer (Scrutiny), Tel No. 01480 388008/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.

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 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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HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (COMMUNITIES AND CUSTOMERS) held in Civic Suite 0.1A, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Tuesday, 5th April 2016.

PRESENT: Councillor S J Criswell – Chairman.

Councillors D Brown, Mrs L A Duffy,
M Francis, R Fuller, T Hayward,
Mrs P A Jordan, Mrs R E Mathews and
D J Mead.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors P Kadewere, M C Oliver and Mrs D C Reynolds.

IN ATTENDANCE: Councillors D B Dew, R B Howe, T D Sanderson and R J West.

33. MINUTES

The minutes of the meeting of the Panel held on 1st March 2016 were approved as a correct record and signed by the Chairman.

34. MEMBERS' INTERESTS

No declarations were received.

35. 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 has been prepared by the Executive Leader for the period 1st April 2016 to 31st July 2016.

36. EXCLUSION OF PRESS AND PUBLIC

RESOLVED

that the press and public be excluded from the meeting because the business to be transacted contains information relating to financial or business affairs of any particular person (including the authority holding that information).

37. DRAFT HOUSING STRATEGY 2016 - 2019

With the aid of a report by the Housing Strategy Manager, the draft Housing Strategy for 2016-19 was presented to the Panel. Recent Overview and Scrutiny work on affordable housing and Registered Providers (RPs) has informed the strategy, including the recent study day which investigated challenges faced by seven local RPs. An action plan included in the strategy lists how the housing elements of the new Corporate Plan will be delivered.

The strategy has a suggested 3-year lifespan but the current pace of change in national policy means further reviews are likely to be required within this period to ensure it is kept up to date. It covers housing issues facing the district, including current and emerging national policy proposals such as those in the Housing and Planning Bill 2015. This Bill is expected to introduce radical changes affecting the Council and its partners, including the extension of Right to Buy to housing association tenants, 'pay to stay' where tenants with household income of more than £30k per year would be charged higher rent and a new starter homes initiative.

Starter homes built under this scheme would be sold at a maximum of 80% of market levels, capped at £250k outside London, and the discount would be passed onto the next occupant if sold within the first five years. If sold in year 5 onwards, then the home can be sold at 100% of market value and the affordable element is lost. The £250k cap was not considered to represent an affordable home in Huntingdonshire. Further welfare reform is expected to affect rents and the ability of tenants to cover housing costs. Reducing the cap on housing association rents to the Local Housing Allowance (LHA) cap should be manageable for general needs housing but not for supported housing which costs more to run. However, the cap for supported housing has been put on hold by Government for a year pending further analysis.

The local context for the strategy is focussed on the demands presented by population growth and the district's ageing population. Housing stock is in good condition in general but house prices are high and rising, with the latest estimate of average prices now £252k. This means that affordability for local residents is an increasing problem. Assessment of future housing need shows that 21,000 additional dwellings are needed over the Local Plan period with just over 8,000 of these being affordable.

Actions in the strategy are listed by Corporate Plan strategic priorities and objectives. Planned activities around enabling communities include community development work on large sites, homelessness prevention and support to help vulnerable people live independently through provision of aids and adaptations. A specific need for additional supported housing for adults with learning disabilities has resulted in proposals being developed for new schemes in St Ives and Godmanchester which will be progressed subject to funding.

The Council's focus on growth will see significant development at three sites contributing over 60% of the total dwellings anticipated. It was noted that Government policies and the need to account for viability will impact significantly on the number of affordable homes delivered on these sites. Only 10% of homes being delivered at Alconbury Weald in phase 1 are affordable and the developer at Wintringham Park is proposing just 3%. While around 300 affordable homes were being delivered per annum previously, the number has decreased significantly reflecting reductions in external funding from Government. This situation is similar to that faced by other councils. The strategy also lists actions contributing towards the strategic priority to become a more efficient and effective council, with a section on devolution to be added under this priority. Actions listed in

the strategy will become Key Performance Areas for staff working on them. The previous strategy resulted in a range of significant achievements, including the provision of 309 new affordable homes, 843 people supported to live independently through the provision of Disabled Facilities Grants and considerable investment in supported housing, including the successful £2.3m external funding bid for the extra care scheme in St Ives.

Councillor Fuller, as Chairman of the Registered Social Providers Working Group, explained that the Group had concerns that the housing associations involved in the study were now expecting to provide less general social housing, affecting their ability to help those local residents who are unable to afford to make use of Help to Buy or Starter Homes schemes. The Group has great concerns over the impact of changing policies on supported housing and has suggested revisiting the housing waiting list to consider re-prioritising needs.

(At 7.26pm, during the discussion of this item, Councillors T Sanderson and R West were invited to join the discussion).

The Housing Strategy Manager was asked how the Council could have greater influence on developers to ensure that developers meet the needs of older people, such as building older people's bungalows near to a new care home. Current policy doesn't allow planners to directly influence this so developers may choose to ignore such suggestions. It was explained that the strategy recognises the needs of older people and the housing team work with planners to ensure that needs are addressed. Housing officers have a say in affordable housing provided so will look into the example raised. The Council has more influence with exception sites rather than general needs allocation but there are examples such as a development in Sawtry where developers have provided properly adapted bungalows to meet specific needs.

Concerns were raised over the risk of insufficient affordable homes being delivered on major sites. Disagreement over what is viable could lead to appeals involving planning inspectors and the Council cannot be certain of what they may decide. It was suggested that a lack of affordable homes on major sites might encourage the owners of other sites to come forward offering more affordable homes, encouraging the Council to give planning permission where it wouldn't otherwise in order to deliver more affordable homes. It was explained in response that the Council's priority is to ensure the Local Plan will deliver 21,000 additional homes so the status of the major sites is constantly being monitored.

The planning system is not the only means of delivering affordable housing. However the reliance on three major sites means deliverability will be challenged if developers only offer 3-10%. The Council is not in the same position to build new homes itself as local authorities with a housing stock as the funding regime is different and this Council does not own significant land. It was noted that CIL has an impact on development viability and that, as a result of this, other authorities have chosen not to implement CIL or to implement it on small sites only. Legal advice is being sought on whether additional affordable housing could be delivered through the use of CIL. Getting involved in lots of viability discussions risks consultancy overload.

The strategy states that there is confidence that sufficient financial capacity remains for housing associations to deliver growth aspirations within Huntingdonshire but the Working Group has identified concerns about the ability of one provider to deal with potential risks. It was explained that meetings with seven local providers identified that the area's housing associations provide a range of specialist, local housing. Some focus on supported housing while others provide rural housing or deliver volume through bond financing and large development teams. They have shown appetite, commitment, financial capacity and a track record for delivering the affordable homes needed locally. Some are more innovative than others and three of the providers are planning to increase their future development plans despite Government changes. All are committed to making efficiency savings and are reviewing their operations to save money before reducing frontline services or future development.

It was noted that the Council will have limited ability to require housing association properties sold through the extended Right to Buy to be replaced locally. Replacements won't have to be the same tenure so it is possible that social rented homes could be replaced with shared ownership properties. However, the Council will encourage providers to replace locally and will direct development opportunities to those providers known to have right to buy receipts. Only 2-3% of stock is likely to be disposed through the extended Right to Buy.

Members asked what other options could be considered to fund or provide more affordable homes. While there are no easy answers, Members were told that there were a range of options to explore if this was a political priority. These include financing from bond markets, Community Land Trusts, working in partnership with others and making use of Council land and finances. While new ways of delivering affordable homes may not work, the Managing Director encouraged the Panel to keep an open mind.

Officers acknowledged that the country is experiencing a housing crisis and that the impact of delivering fewer affordable homes is having a dramatic impact on residents. There is currently an all-time high in the number of households in temporary accommodation and bed and breakfast accommodation in the district. Those requiring housing can't afford low cost starter homes or private rent even with Housing Benefit.

Members asked that the Council review those on the housing waiting list. The last major review of the Lettings Policy was in 2013 and another review is likely to take place within the next year. This will provide the opportunity to review whether the partnership or the Council individually should change how people with low housing needs are dealt with. It was suggested that detailed analysis of the waiting list, such as the household incomes of those listed in Band D/D*, could provide more hard facts about the local situation.

The Panel supported the Working Group's recommendation that the Housing Strategy Manager draft a letter on behalf of the Council to the Housing Minister about the effect of the LHA rent cap on supported housing. It was requested that a copy also be sent to local MPs.

In concluding the debate, it was felt that there were areas for the Panel to reflect on during the preparation of next year's work programme. In particular, the following themes emerged:

- How is the risk to delivering the Council's allocated housing numbers being managed with regards the fact that over 60% of the new homes proposed in the Local Plan to 2036 are contained on only three strategic sites?
- How can the Council both support and challenge RPs to actively develop new housing offers which meet local need?
- What can the Council do to address the delivery of affordable housing on the strategic sites when viability is apparently so challenging, including considering non-conventional solutions?
- Having begun the scrutiny of RPs, how do we further explore our relationship with them and hold them to account in delivering solutions for our challenged housing market?

38. RE-ADMITTANCE OF PRESS AND PUBLIC

RESOLVED

that the press and public be re-admitted to the meeting.

39. WORK PLAN STUDIES

The Panel received and noted a report by the Democratic Services Officer (Scrutiny) (a copy of which is appended in the Minute Book) which contained details of studies being undertaken by the Overview and Scrutiny Panel for Economy and Growth.

40. OVERVIEW AND SCRUTINY PROGRESS

With the aid of a report by the Democratic Services Officer (Scrutiny) (a copy of which is appended in the Minute Book) the Panel reviewed the progress of its activities since the last meeting.

It was noted that further reports on the health economy need to be scheduled for the next municipal year and that an update on mental health services will be scheduled for July.

The Working Group on Voluntary Sector Funding has held its second meeting, with Sue Grace from Cambridgeshire County Council attending to discuss their review of funding arrangements and move to a three year funding cycle. The possibility of working together was considered but both councils are at a different stage. Two further meetings are scheduled to identify the needs of the community, with the Citizens Advice Bureau and Hunts Forum invited to attend. This would inform a tender process for the provision of advice services. One member of the Working Group has stood down for personal reasons but it was agreed that the Group would continue with three Members.

Members were informed that a fruitful meeting of the Elderly Patient

Care Working Group was held on 1st April. The Group was confident that improvements have been made since the study started, with a focus on better basic care and nutrition, and they were pleased to have concluded their work.

The Managing Director is exploring a timetable with Cambridgeshire County Council's Chief Executive for the scrutiny of next year's budget. Some minor adjustments to County Council budgets followed the Task and Finish Group's comments in January but earlier involvement is expected next time.

Chairman

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (COMMUNITIES AND ENVIRONMENT) held in Civic Suite 0.1A, Pathfinder House, St Mary's Street, Huntingdon, Cambs, PE29 3TN on Wednesday, 18th May 2016.

PRESENT: Councillors B S Chapman, Mrs A Donaldson, M Francis, T Hayward, Mrs P A Jordan, P Kadewere, L R Swain and Mrs J Tavener.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors T D Alban, J W Davies, Mrs A Dickinson and D Harty.

1. ELECTION OF CHAIRMAN

RESOLVED

that Councillor T D Alban be elected Chairman of the Panel for the ensuing Municipal Year.

2. MEMBERS' INTERESTS

No declarations were received.

3. APPOINTMENT OF VICE-CHAIRMAN

RESOLVED

that Councillor A Dickinson be appointed Vice-Chairman of the Panel for the ensuing Municipal Year.

4. CAMBRIDGESHIRE COUNTY COUNCIL HEALTH COMMITTEE

RESOLVED

that Councillor A Dickinson be appointed as a non-voting co-opted Member to the Cambridgeshire County Council Health Committee.

Chairman

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

Prepared by Councillor R B Howe
Date of Publication: 18 May 2016
For Period: 1 June 2016 to 30 September 2016

Membership of the Cabinet is as follows:-

Councillor R B Howe	Executive Leader of the Council	The Old Barn High Street Upwood Huntingdon PE26 2QE Tel: 01487 814393 E-mail: Robin.Howe@huntingdonshire.gov.uk
Councillor D Brown	Executive Councillor for Strategic Partnerships and Shared Services	25 Ermine Street Huntingdon PE29 3EX Tel: 07970 462048 E-mail: Daryl.Brown@huntingdonshire.gov.uk
Councillor G J Bull	Executive Councillor for Planning Policy, Housing and Infrastructure	2 Lancaster Close Old Hurst Huntingdon PE28 3BB Tel: 07780 511928 E-mail:- Graham.Bull@huntingdonshire.gov.uk
Councillor R C Carter	Executive Councillor for Environment, Street Scene and Operations	5 The Paddock Bluntisham Huntingdon PE28 3NR Tel: 07986 325637 E-mail:- Robin.Carter@huntingdonshire.gov.uk
Councillor S Cawley	Executive Councillor for Organisation and Customer Services	6 Levers Water Huntingdon PE29 6TH Tel: 01480 435188 E-mail: Stephen.Cawley@huntingdonshire.gov.uk

Councillor S Criswell	Executive Councillor for Community Resilience	23 The Bank Somersham Huntingdon PE28 3DJ Tel: 01487 740745	E-mail: Steve.Criswell@huntingdonshire.gov.uk
Councillor J A Gray	Executive Councillor for Strategic Resources	Vine Cottage 2 Station Road Catworth PE28 OPE Tel: 01832 710799	E-mail: Jonathan.Gray@huntingdonshire.gov.uk
Councillor R Harrison	Executive Councillor for Business, Enterprise and Skills	55 Bushmead Road Eaton Socon St Neots PE19 8GC Tel: 01480 406664	E-mail: Roger.Harrison@huntingdonshire.gov.uk
Councillor J M Palmer	Executive Councillor for Leisure and Health	149 Great Whyte Ramsey Huntingdon Cambridgeshire PE26 1HP Tel: 01487 814063	E-mail: John.Palmer@huntingdonshire.gov.uk
Councillor D M Tysoe	Executive Councillor for Operational Resources	Grove Cottage Maltings Lane Ellington Huntingdon PE28 OAA Tel: 01480 388310	E-mail: Darren.Tysoe@huntingdonshire.gov.uk

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 388169 or E-mail Democratic.Services@huntingdonshire.gov.uk.

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

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

Any person who wishes to make representations to the decision maker about a decision which is to be made or wishes to object to an item being considered in private may do so by emailing 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
Revised Shared Services Joint Groups Terms of Reference and Business Plans (ICT, Legal and Building Control) ***	Cabinet	16 Jun 2016		Ms Julie Slatter, Corporate Director (Services) Tel No. 01480 388103 email: Julie.Slatter@huntingdonshire.gov.uk		D Brown	Economy and Growth
Review of the Ownership and Maintenance of Orphan Sites ***	Cabinet	16 Jun 2016		Alistair Merrick, Interim Head of Operations Tel No. 01480 388635 email: Alistair.Merrick@huntingdonshire.gov.uk		R Carter	Communities and Environment

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
Community Chest Grant Aid Awards 2016/17	Grants	30 Jun 2016		Chris Stopford, Head of Community Services Tel No. 01480 388280 or email Chris.Stopford@huntingdonshire.gov.uk		J Gray S Criswell	Communities and Environment
Voluntary Sector Grant Working Group Final Report	Cabinet	21 Jul 2016		Chris Stopford, Head of Community Services Tel No. 01480 388280 or email Chris.Stopford@huntingdonshire.gov.uk		S Criswell	Communities and Environment
Needs Analysis of Open Space and Play Facilities ***	Cabinet	22 Sep 2016		Alistair Merrick, Interim Head of Operations Tel No. 01480 388635 email: Alistair.Merrick@huntingdonshire.gov.uk		R Carter	Communities and Environment
Risk Strategy ***	Cabinet	22 Sep 2016		David Harwood, Audit and Risk Manager Tel No. 01480 388115 email: David.Harwood@huntingdonshire.gov.uk		J Gray	Performance and Customers

Public
Key Decision - Yes

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Review of the Ownership and Maintenance of Orphan Sites

Meeting/Date: Corporate Management Team – 9th May 2016
Overview and Scrutiny Panel (Communities and Environment) – 7th June 2016
Cabinet – 16th June 2016

Executive Portfolio: Councillor Robin Carter – Executive Councillor for Environment, Street Scene and Operations

Report by: Alistair Merrick – Interim Head of Operations

Ward(s) affected: All

Executive Summary:

1. There are 240 sites that are maintained by the Operations Service at a cost to the Council that are not in the Council's ownership. This is a historic anomaly and the sites are termed orphan sites. The review of all grounds maintenance regimes and costs has highlighted that there are not insubstantial costs associated with the maintenance of these orphan sites.
2. With the support of the former Legal and Estates Support Assistant the ownership details of all of these sites has been reviewed in order to transfer the maintenance responsibilities to the rightful landowner.
3. In summary the following action is being recommended in respect to the 240 orphan sites:
 - a) Maintenance activities would cease on all 60 privately owned sites and the one utility company site and to be effective as of 31 July 2016.
 - b) The County Council have already been advised of the need to adopt the 66 sites identified to be part of the Highway under their statutory function as the Highway Authority. The costs of maintaining these sites will then be included in the negotiations already taking place with the County on maintenance costs going forward.
 - c) The additional costs of maintaining the 23 Luminus sites will be directly recharged to Luminus for 2016/17.
 - d) HDC should adopt 42 of the orphan sites and continue with the maintenance of these sites because the review has confirmed these sites to be appropriate for this Council to own.
 - e) Further review work should be carried out of the 23 sites yet to have their ownership determined.

Recommendations:

1. The Panel are invited to make comments that will be included in the report to Cabinet seeking the endorsement of the proposed treatment of the categories of orphan sites in respect to future ownership and maintenance arrangements.
2. The Cabinet is recommended to approve the proposed treatment of the categories of orphan sites in respect to future ownership and maintenance arrangements as detailed in paragraph 3.2 of the report.

1. Purpose of the Report

- 1.1 To outline the review work carried out on 240 orphan sites that the Council currently does not own but maintains at its own costs; and to set out proposals for future ownership and maintenance of these orphan sites.

2. Background

- 2.1 There are 240 sites that are maintained by the Operations Service at a cost to the Council that are not in the Council's ownership. This is a historic anomaly arising from developments across the District and the sites are termed orphan sites. The review of all grounds maintenance regimes and costs has highlighted that there are not insubstantial costs associated with the maintenance of these orphan sites, circa £35,170 per annum. With the support of the former Legal and Estates Support Assistant the ownership details of all of these sites has been reviewed in order to transfer the maintenance responsibilities to the rightful landowner. Appendix 1 contains a schedule of the orphan sites categorised by Town and Parish Council.

3. Analysis and Proposed Action

- 3.1 Detailed in Table 1 below are the outcomes of the review work and the proposed course of action in respect to the different categories of site determined by the actual landowner of the sites.

Identified ownership of site	No. of sites	Future maintenance	Responsibility for maintenance costs	Recommended action
Developer/ privately owned	60	Withdraw maintenance	Landowner	Each landowner to be written to advise that Ground Maintenance activities on their site by HDC will cease from 31st July 2016
Town and Parish Councils	25	Withdraw maintenance	Town and Parish Councils	Sites to be identified to Town and Parish Councils for formal adoption with maintenance responsibility and costs transferring on 31st March 2017.
Utility Companies	1	Withdraw maintenance	Utility companies	Write to the utility company to advise that Ground Maintenance activities on their site by HDC will cease from 31st July 2016.
County Council	66	Continue maintenance	CCC	Sites to be added to the CCC schedule for maintenance and then included in the negotiations on future maintenance costs.
Luminus Housing	23	Continue maintenance	Luminus Housing	Sites to be identified to Luminus and added to their contract with an adjustment in the annual maintenance fee for 2016/17.
HDC owned	23	Continue maintenance	HDC	Formally adopt the sites, amend landownership records and continue maintenance.
HDC interest –	19	Continue maintenance	HDC	Formally adopt the sites, amend landownership records and

LSVT				continue maintenance.
Further investigation required	23	Continue maintenance	HDC	Continued investigation until landownership responsibility clarified for 2017/18.
TOTAL	240			

3.2 In summary the following action is being recommended:

- a) Maintenance activities would cease on all 60 privately owned sites and the one utility company site and to be effective as of 31 July 2016.
- b) The County Council have already been advised of the need to adopt the 66 sites identified to be part of the Highway under their statutory function as the Highway Authority. The costs of maintaining these sites will then be included in the negotiations already taking place with the County on maintenance costs going forward.
- c) The additional costs of maintaining the 23 Luminus sites will be directly recharged to Luminus for 2016/17.
- d) HDC should adopt 42 of the orphan sites and continue with the maintenance of these sites because the review has confirmed these sites to be appropriate for this Council to own.
- e) Further review work should be carried out of the 23 sites yet to have their ownership determined.

4. COMMENTS OF OVERVIEW & SCRUTINY PANEL

4.1 Comments of the Panel will be included in the future report to the Cabinet seeking endorsement of the proposed treatment of the categories of orphan sites in respect to future ownership and maintenance arrangements.

5. KEY IMPACTS/RISKS AND HOW THESE WILL BE ADDRESSED

5.1 The proposed timeframes for the transfer of the orphan sites into new ownerships has been phased to allow for negotiations and specifically for the Town and Parish Councils to include for future maintenance costs in their budget setting for 2017/18.

5.2 The privately owned sites may not be properly maintained going forward by their owners and to avoid criticism of this Council the Call Centre and Town and Parish Councils will be provided with the location plans and ownership details of these sites to enable them to properly deal with queries from residents.

5.3 If this failure to maintain a privately owned site is adjacent to the Highway and it detrimentally impacts on the Highway this will be referred by the Operations Service to the County Council for enforcement action as the Highway Authority.

6. WHAT ACTIONS WILL BE TAKEN/TIMETABLE FOR IMPLEMENTATION

6.1 A project plan will be developed against the timeframes for the transfer of various categories of orphan sites to ensure that the proposed actions are implemented in accordance with the deadlines set.

7. LINK TO THE CORPORATE PLAN

- 7.1 The proposed action in respect to orphan sites will ensure that the Operations Service becomes more business-like and efficient in the way it delivers grounds maintenance services and focuses on the assets owned by this Council or on assets that the Operations Service is contracted to maintain.

8. CONSULTATION

- 8.1 The private landowners have already been written to with a request to confirm that they own specified sites and to confirm that they will undertake the maintenance of these sites going forward. Consequently the proposed action to cease maintenance of these sites from 31 July 2016 will not be without forewarning.
- 8.2 Negotiations with the County Council are already on-going regarding their need to adopt the orphan sites that are part of the Highway and this includes future maintenance costs.
- 8.3 The proposed deadline for transfer of ownership and maintenance responsibilities to the Town and Parish Councils allows substantial time for negotiations with these councils and for financial implications to be included in their budgets for 2017/18.
- 8.4 Luminus will be advised of the 23 orphan sites that they need to adopt and the revised maintenance costs for the sites. The Operations Service will offer to undertake this work at market rates as an extension of the current service level agreement for grounds maintenance with Luminus.

9. LEGAL IMPLICATIONS

- 9.1 The proposed action reflects the legal review carried out of all the orphan sites and for the need for further review work in respect to the ownership of 23 orphan sites.

10. RESOURCE IMPLICATIONS

- 10.1 The proposed action is to address the current spend by this Council of £35,170 on the maintenance of orphan sites that it does not own; and it will contribute to the savings targets that the Operations Service has to make in accordance with approved ZBB proposals, £28,710.

11. OTHER IMPLICATIONS

- 11.1 The support from the Legal Shared Service will be needed for the further review work required for 23 orphan sites.

12. REASONS FOR THE RECOMMENDED DECISIONS

- 12.1 The proposed action resolves a long standing anomaly regarding the orphan sites and sets out clear proposals for their future ownership and maintenance that are sustainable within this Council's medium term financial strategy.

13. LIST OF APPENDICES INCLUDED

- 13.1 None.

BACKGROUND PAPERS

None.

CONTACT OFFICER

Name/Job Title: Alistair Merrick – Interim Head of Operations
Tel No. 01480 388635

Appendix 1: Schedule of Orphan Sites by Town & Parish Council

PARISH/TOWN	ADDRESS	HDC - No	HDC - Yes	NOTES	Recommendation for Future Ownership
ALCONBURY	Spinney Lane	√		Owners: Alconbury Developments Ltd	Private Ownership
ALCONBURY WESTON	Highfield Avenue	√		Owners: Diamond Construction Co Ltd	Private Ownership
BRAMPTON	Chestnut Close	√		Owners: Mr Mrs SM Johnson	Private Ownership
BRAMPTON	Chestnut Close	√		Owners: Ms M Pawula & Mr DE Neville	Private Ownership
BUCKDEN	The Osiers		√	Check claim with Luminus after LSVT & LR	HDC INTEREST LUMINUS/LSVT - LR
EATON FORD	Brook Road	√		In keeping with layout of land	CCC
EATON FORD	Ouse Road	√		In keeping with layout of land	CCC
EATON FORD	Culloden Close		√	Check claim with Luminus after LSVT & LR	HDC INTEREST LUMINUS/LSVT - LR
EATON FORD	Brook Road	√		In keeping with layout of land	CCC
EATON FORD	Brook Road	√		In keeping with layout of land	CCC
EATON FORD	Mill Hill Road	√		In keeping with layout of land	CCC
EATON FORD	Mill Hill Road	√		Owners: Wheatley Homes (PPE) Ltd	Private Ownership
EATON FORD	Great North Road	√		In keeping with layout of land	CCC
EATON FORD	Culloden Close		√	Check claim with Luminus after LSVT & LR	HDC INTEREST LUMINUS/LSVT - LR
EATON FORD	St Neots Road	√		In keeping with layout of land	CCC
EATON FORD	St Neots Road	√		In keeping with layout of land	CCC
EATON FORD	Culloden Place		√	Check claim with Luminus after LSVT & LR	HDC INTEREST LUMINUS/LSVT - LR
EATON SOCON	Alpha Drive	√		No commercial interest	NO INTEREST IN LAND – NO OWNERS
EATON SOCON	Knights Close	√		Owners: Ms AM Williams & Mr C Brown	Private Ownership
EATON SOCON	Great North Road	√		In keeping with layout of land	Luminus
EATON SOCON	Shakespeare Road	√		In keeping with layout of land	CCC
EATON SOCON	Shakespeare Road	√		In keeping with layout of land	CCC

PARISH/TOWN	ADDRESS	HDC - No	HDC - Yes	NOTES	Recommendation for Future Ownership
EATON SOCON	Shakespeare Road	√		In keeping with layout of land	CCC
EATON SOCON	Simpkin Close	√		In keeping with layout of land	CCC
EATON SOCON	Colmworth Gardens	√		Owners: Bedfordia Developments Ltd	Private Ownership
EATON SOCON	Colmworth Gardens	√		Owners: Bedfordia Developments Ltd	Private Ownership
EATON SOCON	Duchess Close	√		In keeping with layout of land	Luminus
EATON SOCON	Beaver Close		√	Check claim with Luminus after LSVT & LR	HDC INTEREST LUMINUS/LSVT - LR
EATON SOCON	Viscount Court	√		In keeping with layout of land	Luminus
EATON SOCON	Roe Green	√		In keeping with layout of land	CCC
EATON SOCON	Elizabeth Court	√		In keeping with layout of land	CCC
EATON SOCON	Elizabeth Court	√		In keeping with layout of land	CCC
EATON SOCON	Fallow Drive	√		In keeping with layout of land	Parish
EATON SOCON	Fallow Drive	√		In keeping with layout of land	Parish
EATON SOCON	Fallow Drive	√		In keeping with layout of land	CCC
EATON SOCON	Fallow Drive	√		In keeping with layout of land	Parish
EYNESBURY	Hampden Way	√		Owners: Mr SJ Sizer & Ms TAL Calliste	Private Ownership
EYNESBURY	Berkley Court	√		In keeping with layout of land	CCC
EYNESBURY	Chestnut Grove	√		In keeping with layout of land	CCC
EYNESBURY	Howitt's Lane	√		In keeping with layout of land	Luminus
EYNESBURY	Hampden Way	√		Or Private Ownership	CCC
EYNESBURY	Hampden Way	√		In keeping with layout of land	CCC
GODMANCHESTER	The Avenue	√		In keeping with layout of land	Parish
GODMANCHESTER	Windsor Road	√		If not Parish then County	Parish
GODMANCHESTER	Tudor Road	√		If not Parish then County	Parish
GODMANCHESTER	Tudor Road	√		If not Parish then County	Parish
GODMANCHESTER	The Avenue		√	Check claim with Luminus after LSVT & LR	HDC INTEREST LUMINUS/LSVT - LR
GODMANCHESTER	Saxon Close	√		In keeping with layout of land	Luminus
GODMANCHESTER	Saxon Close	√		In keeping with layout of land	Luminus

PARISH/TOWN	ADDRESS	HDC - No	HDC - Yes	NOTES	Recommendation for Future Ownership
GODMANCHESTER	Saxon Close	√		In keeping with layout of land	Luminus
GODMANCHESTER	Lancaster Way	√		In keeping with layout of land	CCC
GODMANCHESTER	Stuart Close	√		In keeping with layout of land	CCC
GODMANCHESTER	Lancaster Way	√		Belongs to County	CCC
GREAT PAXTON	Towgood Way	√		In keeping with layout of land	CCC
GREAT PAXTON	Towgood Way	√		In keeping with layout of land	CCC
GREAT STAUGHTON	Beachampstead Road	√		In keeping with layout of land	CCC
GREAT STUKELEY	Moorfield Way	√		Part of open space design	NO INTEREST IN LAND – NO OWNERS
HARTFORD	Mill Road	√		In keeping with layout of land	Parish
HARTFORD	Prospero Way	√		In keeping with layout of land	Parish
HARTFORD	Falstaff Way	√		In keeping with layout of land	Parish
HARTFORD	Nelson Road	√		In keeping with layout of land	Parish
HARTFORD	Main Street	√		In keeping with layout of land	Parish
HARTFORD	Falstaff Way	√		In keeping with layout of land	Parish
HEMINGFORD GREY	Gunnings Way	√		Part of open space design	CCC
HEMINGFORD GREY	Gunnings Way	√		Part of open space design	CCC
HEMINGFORD GREY	St Ives Road	√		In keeping with layout of land	CCC
HEMINGFORD GREY	St Ives Road	√		In keeping with layout of land	CCC
HOLME	Holmewood	TBC	TBC	Further investigation – Estates Access to field?	Query & Further Investigation
HOUGHTON	The Thicket	TBC	TBC	Cannot locate the area on the system	Query & Further Investigation
HUNTINGDON	Prospero Way	√		Owners: Mr Mrs A L Potts	Private Ownership
HUNTINGDON	Nelson Road	√		Owners: Compton Construction Ltd	Private Ownership
HUNTINGDON	Nelson Road	√		Owners: Compton Construction Ltd	Private Ownership

PARISH/TOWN	ADDRESS	HDC - No	HDC - Yes	NOTES	Recommendation for Future Ownership
HUNTINGDON	Nelson Road	√		If not Parish then County	Parish
HUNTINGDON	Nightingale Close	√		If not Parish then County	Parish
HUNTINGDON	Hardy Close	√		Owners: R & J Eyre Construction Ltd	Private Ownership
HUNTINGDON	The Walks North	TBC	TBC	Further investigation - Estates	Query & Further Investigation
HUNTINGDON	Essex Road	√		In keeping with layout of land	Luminus
HUNTINGDON	Norfolk Road	√		In keeping with layout of land	CCC
HUNTINGDON	Essex Road	√		In keeping with layout of land	Luminus
HUNTINGDON	Essex Road	√		In keeping with layout of land	Luminus
HUNTINGDON	Norfolk Road	√		In keeping with layout of land	Luminus
HUNTINGDON	Kent Road	√		In keeping with layout of land	Luminus
HUNTINGDON	Kent Road	√		In keeping with layout of land	Luminus
HUNTINGDON	Maple Drive	√		In keeping with layout of land	Luminus
HUNTINGDON	Maple Drive	√		In keeping with layout of land	Luminus
HUNTINGDON	Maple Drive	√		In keeping with layout of land	Luminus
HUNTINGDON	Sycamore Drive	√		In keeping with layout of land	Luminus
HUNTINGDON	Moorhouse Drive	√		In keeping with layout of land	Luminus
HUNTINGDON	American Lane	√		Near highway	CCC
HUNTINGDON	Drivers Avenue	√		Near highway	CCC
HUNTINGDON	Alberta Crescent	√		Near highway	CCC
HUNTINGDON	Norfolk Road	TBC	TBC	Cannot locate the area on the system	Query & Further Investigation
HUNTINGDON	Norfolk Road	√		In keeping with layout of land	CCC
HUNTINGDON	Claytons Way	TBC	TBC	Further investigation – Estates	Query & Further Investigation
HUNTINGDON	Newnham Close	√		In keeping with layout of land	CCC
HUNTINGDON	Prospero Way	√		In keeping with layout of land	CCC
HUNTINGDON	Duncan Way	√		In keeping with layout of land	CCC
HUNTINGDON	Falstaff Way	√		In keeping with layout of land	CCC
HUNTINGDON	Macbeth Close	√		In keeping with layout of land	CCC
HUNTINGDON	Prospero Way	√		In keeping with layout of land	CCC

PARISH/TOWN	ADDRESS	HDC - No	HDC - Yes	NOTES	Recommendation for Future Ownership
HUNTINGDON	Falstaff Way	√		In keeping with layout of land	CCC
HUNTINGDON	Falstaff Way	√		In keeping with layout of land	CCC
HUNTINGDON	Macbeth Close	√		In keeping with layout of land	CCC
HUNTINGDON	Othello Close	√		In keeping with layout of land	CCC
HUNTINGDON	Othello Close	√		In keeping with layout of land	CCC
HUNTINGDON	Othello Close	√		In keeping with layout of land	CCC
HUNTINGDON	Oberon Close	√		In keeping with layout of land	CCC
HUNTINGDON	Veasey Road	√		In keeping with layout of land	CCC
HUNTINGDON	Nelson Road	√		In keeping with layout of land	CCC
HUNTINGDON	Buttsgrove Way	√		In keeping with layout of land	Parish
HUNTINGDON	Nelson Road	√		Owners: Compton Construction Ltd	Private Ownership
HUNTINGDON	Walnut Tree Drive	√		Owners: Cotman Housing Association Ltd	Private Ownership
HUNTINGDON	Prospero Way	√		Owners: Federated Homes Ltd	Private Ownership
HUNTINGDON	Sycamore Drive	√		In Keeping with layout of land	CCC
HUNTINGDON	Sycamore Drive	√		In keeping with layout of land	CCC
HUNTINGDON	Sallowbush Road	TBC	TBC	Cannot locate the area on the system	Query & Further Investigation
HUNTINGDON	Westbury Road	√		Footpath side County or FC Club HDC1549	CCC
HUNTINGDON	Mill Common	TBC	TBC	Shrub Bed Estates to inspect	Query & Further Investigation
LITTLE PAXTON	River Close	√		No commercial interest	Parish
LITTLE PAXTON	River Close	√		If not Parish then County	Parish
NEEDINGWORTH	Priory Road	√		No commercial interest	CCC
NEEDINGWORTH	Silver Lane	√		In keeping with layout of land	Parish
OFFORD D'ARCY	72-74 High Street	√		No Commercial value	CCC
RAMSEY	The Avenue	√		No commercial interest	NO INTEREST IN LAND – NO OWNERS
RAMSEY	Great Whyte	√		Ramsey Drainage – Water Authority	utilities
RAMSEY	Abbots Close	TBC	TBC	Further investigation - Estates	Query & Further Investigation

PARISH/TOWN	ADDRESS	HDC - No	HDC - Yes	NOTES	Recommendation for Future Ownership
RAMSEY	Abbots Close	TBC	TBC	Further investigation - Estates	Query & Further Investigation
RAMSEY	Abbots Close	TBC	TBC	Further investigation - Estates	Query & Further Investigation
RAMSEY	Abbots Close	TBC	TBC	Further investigation - Estates	Query & Further Investigation
SAWTRY	Cromwell Way	√		Check with s106 Agreement	CCC
SAWTRY	Rockingham Road	√		No commercial interest	Parish
SAWTRY	Alwin Close	√		No commercial interest	NO INTEREST IN LAND – NO OWNERS
SAWTRY	Cromwell Way	√		Owners: Colroy Homes Ltd	Private Ownership
SOMERSHAM	Bishops Road	√		Check with s106 Agreement	CCC
SOMERSHAM	Parkhall Road	√		Skate Park	Parish
ST IVES	Thorndown Close	√		In keeping with layout of land	Luminus
ST IVES	Little How		√	Check claim with Luminus after LSVT & LR	HDC INTEREST LUMINUS/LSVT - LR
ST IVES	Chaucer Way		√	Check claim with Luminus after LSVT & LR	HDC INTEREST LUMINUS/LSVT - LR
ST IVES	Chaucer Way		√	Check claim with Luminus after LSVT & LR	HDC INTEREST LUMINUS/LSVT - LR
ST IVES	Shakespeare Road		√	Check claim with Luminus after LSVT & LR	HDC INTEREST LUMINUS/LSVT - LR
ST IVES	Shakespeare Road		√	Check claim with Luminus after LSVT & LR	HDC INTEREST LUMINUS/LSVT - LR
ST IVES	Shakespeare Road		√	Check claim with Luminus after LSVT & LR	HDC INTEREST LUMINUS/LSVT - LR
ST IVES	Shakespeare Road		√	Check claim with Luminus after LSVT & LR	HDC INTEREST LUMINUS/LSVT - LR
ST IVES	Burns Way		√	Check claim with Luminus after LSVT & LR	HDC INTEREST LUMINUS/LSVT - LR
ST IVES	Dryden Close		√	Check claim with Luminus after LSVT & LR	HDC INTEREST LUMINUS/LSVT - LR
ST IVES	Shakespeare Road		√	Check claim with Luminus after LSVT & LR	HDC INTEREST LUMINUS/LSVT - LR

PARISH/TOWN	ADDRESS	HDC - No	HDC - Yes	NOTES	Recommendation for Future Ownership
ST IVES	Shakespeare Road		√	Check claim with Luminus after LSVT & LR	HDC INTEREST LUMINUS/LSVT - LR
ST IVES	Hill Rise		√	Check claim with Luminus after LSVT & LR	HDC INTEREST LUMINUS/LSVT - LR
ST IVES	Westwood Road	√		Beside cemetery – Town Council own	Parish
ST IVES	Westwood Road	√		Beside cemetery – Town Council own	Parish
ST IVES	The Waits	√		In keeping with layout of land	Parish
ST IVES	Bure Close	√		In keeping with layout of land	CCC
ST IVES	California Road	√		Owners: BPT Ltd	Private Ownership
ST IVES	Wheatfields	√		In keeping with layout of land	CCC
ST IVES	Virginia Way	√		Owners: BPT Ltd	Private Ownership
ST IVES	Lavender Way	√		In keeping with layout of land	CCC
ST IVES	Lavendar Way	√		Or possibly the School	CCC
ST IVES	Westwood Road	√	TBC	in keeping with layout of land	TC
ST IVES	Bure Close	√		In keeping with layout of land	CCC
ST IVES	Bure Close	√		In keeping with layout of land	CCC
ST IVES	Westbury Road	√		In Keeping with layout of land	CCC
ST IVES	Erica Road	TBC	TBC	Possibly part of the houses	Query & Further Investigation
ST NEOTS	Sandfields Road	√		In keeping with layout of land	CCC
ST NEOTS	Sandfields Road	√		In keeping with layout of land	CCC
ST NEOTS	Sandfields Road	√		In keeping with layout of land	CCC
ST NEOTS	St Anselm Place	TBC	TBC	Further investigation - Estates	Query & Further Investigation
ST NEOTS	Kings Road	√		Belongs to County	CCC
ST NEOTS	Green End Road	√		Belongs to County	CCC
ST NEOTS	Green End Road	√		Belongs to County	CCC
ST NEOTS	Green End Road	√		Belongs to County	CCC
ST NEOTS	Springfield Close	√		Belongs to County	CCC
ST NEOTS	Mallard Lane	√		In keeping with layout of land	CCC
ST NEOTS	Cambridge Road	√		In keeping with layout of land	CCC

PARISH/TOWN	ADDRESS	HDC - No	HDC - Yes	NOTES	Recommendation for Future Ownership
ST NEOTS	Cambridge Road	TBC	TBC	Cannot locate the area on the system	Query & Further Investigation
ST NEOTS	Green End Road	√		Belongs to County	CCC
WARBORS	Goldpits	√		In keeping with layout of land	CCC
WARBOYS	Goldpits	√		In keeping with layout of land	CCC
WARBOYS	Goldpits	√		In keeping with layout of land	CCC
WARBOYS	Goldpits	√		In keeping with layout of land	CCC
WARBOYS	Goldpits	√		In keeping with layout of land	CCC
WARBOYS	Flaxen Walk	√		In keeping with layout of land	Parish
WARBOYS	School Road	√		In keeping with layout of land	Parish

Public
Key Decision - Yes

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Environmental Matters – Update Report. **(VERSION 2)**

Meeting/Date: Overview and Scrutiny Panel (Communities & Customers) – 7th June 2016

Executive Portfolio: Councillor Robin Carter – Executive Councillor for the Environment, Street Scene and Operations

Report by: Alistair Merrick – Interim Head of Service (Operations)

Ward(s) affected: All

Executive Summary:

1. The report provides an update on the progress made to improve the service delivery arrangements for the following environmental service activities: graffiti and flyposting removal; environmental enforcement action; annual management plans for Countryside assets; and delivery of grounds maintenance activities.
2. The transformation of the Operations Service during 2015/16 included the development of a broad range of policies, strategies and service specifications to better direct future investment in services and then the delivery of those services. This in turn has required the fundamental reconfiguration of service delivery arrangements to meet specified service requirements and standards. Overview and Scrutiny have had a critical role in the shaping of the policy, strategy, service specifications and new service delivery arrangements. During this work Overview and Scrutiny requested update reports on the following:
 - Graffiti and flyposting removal;
 - Environmental enforcement activities;
 - Annual management plans for Countryside assets;
 - Delivery of the new grounds maintenance service delivery arrangements.
3. The report re-states the powers this Council has in respect the removal of graffiti and flyposting and circumstances and service standards for the removal of graffiti and flyposting adopted by the council in January 2016. The report also includes an analysis of the 26 incidents of graffiti reported to the council in 2015/16 and the measures taken to resolve the long standing problem of graffiti on utility boxes.
4. The powers this Council has to deal with flyposting and how they are

discharged in relation to the County Council that has the lead role on the Highway for removing flyposting, which is the main location for it.

5. The current arrangements of this Council for delivering environmental enforcement activities (for flytipping, litter and abandoned cars) are outlined in the report with a profile of the action taken in 2015/16.
6. The report also confirms the approved programme for drafting annual management plans for all Countryside assets previously scrutinised by the Economy and Growth Overview and Scrutiny Panel has been met.
7. Finally the report provides an update on the implementation of the new service delivery arrangements for the grounds maintenance service.

Recommendation:

1. The review of the service delivery arrangements detailed in this report gives the Panel the opportunity to appraise the impact of previous scrutiny work and to influence the future development of service delivery arrangements for these key environmental activities.

1. Purpose of Report

- 1.1 To provide an update on the progress made to improve the service delivery arrangements for the following environmental service activities: graffiti and flyposting removal; environmental enforcement action; annual management plans for Countryside assets; and delivery of grounds maintenance activities.

2. Background

- 2.1 During 2015/16 the Operations Service was fundamentally restructured and transformed against the following drives:

- The customer and optimisation of business processes around the customer.
- Commercialisation of services to embed demand management, generation of income and delivery of trading surpluses/efficiencies.
- Introduction of an a robust asset management approach to environmental assets and maintenance; (*needs analysis – strategies to confirm priorities – management plans/asset management register – resources plans on market rates*)
- Business intelligence driving the business, with robust governance and performance arrangements.
- Detailed plans for continuous service improvement, service improvement certificates.

- 2.2 The transformation included the development of a broad range of policies, strategies and service specifications to better direct future investment in services and then the delivery of those services. This in turn has required the fundamental reconfiguration of service delivery arrangements to meet specified service requirements and standards. Overview and Scrutiny have had a critical role in the shaping of the policy, strategy, service specifications and new service delivery arrangements. During this work Overview and Scrutiny requested update reports on the following:

- Graffiti and flyposting removal;
- Environmental enforcement activities;
- Annual management plans for Countryside assets;
- Delivery of the new grounds maintenance service delivery arrangements.

3. Graffiti & Flyposting Removal

- 3.1 Detailed below for clarification are what this Council's powers are regarding graffiti and flyposting removal. The Operations Service can and cannot do:

- a) Remove graffiti immediately if it is abusive or racial;
- b) Remove graffiti on public or charitable buildings;
- c) But there is no legal obligation for the Operations Service to remove graffiti from private property and the Council may charge for graffiti removal from private property if it carries out such works with the owners approval;
- d) If the Operations Service is unable to remove the graffiti they will recommend service providers who can.

3.2 On 21 January 2016 the Cabinet approved a new service specification for street cleansing activities undertaken by the Operations Service and this includes the following definition of graffiti and fly tipped waste:

- a) Where the term ' fly tipping' or 'fly tip' is used it means any deposit or accumulation of earth , debris, rubbish, refuse, waste, furniture, equipment or any other thing abandoned or apparently abandoned by any person at any location, on or off the highway, without the approval of the Highway Authority.
 - i. It includes refuse or waste stored in containers on a highway awaiting collection by any agency if they are not collected or removed within a reasonable period of the scheduled time.
 - ii. It includes anything that the Council may remove under powers given in Section 6 of the Refuse Disposal (Amenity) Act 1978.
 - iii. It includes anything abandoned or apparently abandoned on, in or adjacent to a motor vehicle which the Authority may remove under powers given in Section 3 of the Refuse Disposal (Amenity) Act 1978.
 - iv. It includes anything specified by the Head of Service to be treated as a fly tip.
- b) Where the term of 'public building' is used in respect to graffiti it means a building in the ownership of an organisation whose work is part of the process of government, but is not a government department.
- c) Where the term of 'offensive graffiti' is used it means graffiti that is abusive (insulting) and racial (derogatory in respect of someone's ethnological back ground) in nature.

3.3 The approved service specification also includes the following performance standards for graffiti and flytip removal:

- a) The Street Cleansing Service shall remove offensive graffiti within 24 hours of being reported and graffiti on public buildings within 5 working days of being reported.
- b) The Street Cleansing Service shall remove fly tipped waste on the highways or Council owned land within 24 hours of being confirmed for removal by an Environmental Enforcement Officer if it is hazardous waste and within 5 working days of being confirmed for removal by an Environmental Enforcement Officer if it is non-hazardous waste.

3.4 In 2015/16 there were 26 incidents of graffiti reported by the Public to the Operations Service for removal with the following profile:

Nature of Reported Incidents	Analysis of Reported Incidents
Location of reported incidents	<ul style="list-style-type: none"> a) There were 11 reported incidents of graffiti in Huntingdon. b) There were 11 reported incidents of graffiti in St Neots. c) There was one reported incident of graffiti in Yaxley. d) There was one reported incident of graffiti in Somersham. e) There was one reported incident of graffiti in Fenstanton (not on HDC land or the Highway). f) There was one reported incident of graffiti in Ramsey.
Reported incident involved private property	Two incidents, one in Huntingdon and one in Fenstanton (7.7% of incidents).
Reported incidents involving play areas	Eight incidents involved graffiti in play areas or skate parks (30.7%). The Street Scene Service now has a dedicated resource for play area and inspections and this small team is proactively dealing with graffiti often before it is reported.
Reported incidents categorised as offensive	Nine of the incidents were categorised as offensive, (34.6%). The standard adopted in late January 2016 now requires these incidents to be removed within 24 hours of being reported.
Average time taken to remove the reported incident of graffiti	The average time to clear an incident of graffiti was 6.58 days for 2015/16. This is the benchmark of previous performance before the target was introduced in late January 2016. It was also significantly influenced by two incidents taking 22 days and 40 days to be closed off on the Call Centre CRM as completed. This has been rectified.

- 3.5 To support the sharper focus now being taken on graffiti removal the following work practices have been adopted:
- a) To resolve a long standing problem with graffiti on utility boxes that the Council have no powers to clean and cleaning has to be in accordance with the relevant utility companies procedures because of the sensitive equipment in the boxes a scheme has been agreed with the utility companies for HDC to put stickers on the boxes providing contact details at the companies for the public to request cleansing.
 - b) Street cleansing teams are now carrying cleansing wipes so that they can proactively remove graffiti on public buildings if it can be removed without special chemicals.
- 3.6 **Flyposting:** In respect to flyposting the Highway Authority (the County Council) does have powers under the Highways Act 1980 which includes the ability to remove posters on street furniture. In some places they have passed this power down to this Council but they are still required to confirm in each individual incident of flyposting that such action can be taken to ensure permission has not been given for the signs to be in place. Similarly there are also some powers that allow a Planning function of a Council to take action. However this again requires investigation and confirmation of action to remove from the Planning Enforcement Team. The enforcement protocol for the Planning Enforcement Team has been re-written to give a higher priority to matters of environmental crime but enforcement of non-compliance with planning approvals remains the priority for the Planning Enforcement Team.
- 3.7 Flyposting is particularly prevalent in relation to promoting local events and often involves promoters who book venues in the District. There is clear responsibility for the venue owners to prohibit such behaviour from their hirers or to clearly advise that approval is needed from the County in relation to posters on the Highway and from the utility companies regarding utility boxes. Rather than removal, the underlying issue is one of enforcement by Licencing and Planning Enforcement. This is because most of the powers HDC have are contained in three pieces of Legislation but they are directed to the criminal nature of the activity rather than removal. Active support has been received from District Councillors regarding particular venues failing to control promoters who book their venues and this has seen a reduction in flyposting.
- 3.8 For reference the Environmental Enforcement Officers in the Community Division can:
- a) Deal with litter, dog fouling and graffiti;
 - b) Investigate, enforce and remove abandoned vehicles;
 - c) Investigate, enforce and remove flytipping.
 - d) Investigate and enforce in respect to non-compliance with waste collection policies;
 - e) But they have no authority for dealing with A Boards or flyposting on the Highway.

3.9 **Environmental Enforcement (flytipping, litter and abandoned cars):** Is dealt with through these two Environmental Enforcement Officers and detailed overleaf is a profile of their activity over the last four years in respect to dealing with flytipping and litter on the Highway and Council owned land.

Annual Performance	Fly Tip Investigation	Warning Letter	Statutory Notice	Fixed Penalty	Duty of Care	Stop & Search	Simple Caution	Prosecution
2012/13	788	122	54	1	96	6	2	-
2013/14	609	90	54	3	111	-	-	-
2014/15	934	140	58	22	79	-	-	-
2015/16	1,109	109	31	26	31	-	-	1
Total	3,440	461	197	52	317	6	2	1

Notes:

- 1) Fly tip investigations is the number of reported incidents of flytipping received from Councillors or the public via the Call Centre. Not all of the incidents will be on land that the Council has responsibility, e.g. private farmland, industrial premises etc.
- 2) Warning letters are the stage before a Statutory Notice and seek to get an individual or business to remove flytip or to cease littering.
- 3) Statutory Notices are issued under the Environmental Protection Powers that the Council has and they require an individual or business to control their waste.
- 4) Fixed Penalty Notices are issued largely in respect of littering.
- 5) Duty of Care Notices relate to inspections of commercial premises to confirm they have a trade waste contract to meet legislative requirements.

3.10 From the above profile the following trends and issues can be identified:

- a) With the exception of 2013/14 there has been an upward trend in incidents of flytipping with an increase of 175 incidents in 2015/16 from the previous year. Further work needs to be done to address the reasons for the increase, specifically the sources of the flytipping and drivers for people responsible for the waste.
- b) The downward trend for Warning Notices and Statutory Notices needs to be addressed through the setting of performance targets for the Environmental Enforcement Officers.
- c) Stop and Search activities and Simple Cautions are related to joint initiatives with the Police and will only become relevant again if such joint initiatives are prioritised again in the future.
- d) Abandoned vehicles have become an increasing problem with 51 being removed and destroyed in 2015/16 this has meant that Duty of Care inspections having to be de-prioritised. This is appropriate prioritisation within the current resource base for environmental enforcement activities.

3.11 Detailed below are the performance targets set for the next five years in the 2016/17 Service Plan for the Operations Service for graffiti and flytip removal. These targets need to be viewed together with the performance targets for street cleansing and

grounds maintenance activities as evidence of the Operations Service delivering an integrated Street Scene Service as agreed by the Cabinet in April 2016.

Key Performance Indicators - Service	2016/17	2017/18	2018/19	2019/20	2020/21
Household waste recycled/composted.	58%	59%	59%	60%	61%
Number of missed bins per 100,000 households (after 48 hours).	0.1%	0.08%	0.05%	0.03%	0.02%
Removal of offensive graffiti within 24 hours of being reported.	95%	96%	97%	98%	98%
Removal of non-offensive within 48 hours of being reported.	95%	96%	97%	97%	97%
Removal of hazardous flytipping within 24 hours of being reported for clearance.	95%	96%	97%	98%	98%
Removal of flytipping within 48 hours of being reported for clearance.	95%	96%	97%	97%	97%

4. Annual Management Plans for Countryside Assets

4.1 The purpose of management plans is to better direct the management, development and maintenance of Countryside assets over the short and medium term. This is to ensure there is a clear strategic framework for the Countryside Service going forward. The management plans will always be developed with the input of the existing voluntary groups involved with the Countryside Service because their expertise and contributions are essential in order to progress the self-management of selected assets by these groups.

4.2 The proposed structure that has been development for the management plans is as follows:

- **Statement of current wildlife and amenity value:** This is based on the Countryside Service grading the overall wildlife value and amenity value as none, poor, fair, good or excellent. For assets to be retained long term, either directly managed or through self-management arrangements the assets must be graded as good for both values or through the incremental delivery of annual management plans over a 3 to 5 year period have the potential to achieve a good grading. Sites that do not have the potential to achieve a good grading for wildlife and amenity value will be reviewed in respect to being retained as assets for the Countryside Service.
- **Clarification of current site users and key target groups for the future to extend usage:** This clarification of users and potential users is essential to ensure that the future development proposals for sites and the annual promotional plan for the Countryside Service are tailored to existing users and potential users in order to extend the user base of the Countryside assets.
- **An overview of the site and the zoning of the site according to wildlife and amenity value:** the overview is a description of the site that covers the location and surrounding land assets; the usage profile of the site; the mixture of habitats and profile of notable species on the site; details of the structures on the site including maintenance responsibilities; any rights of way or access issues specific to the site; and finally any specific legal or legislative conditions or requirements that apply to the site. This forms the context against which the management plan for the site has been developed.

- **By zone the individual objectives, actions, development proposals and issues for each zone:** This includes the breaking down of the site into a series of management zones which again are individually graded in respect of wildlife and amenity value with a schedule of objectives, actions and development proposals to improve the grading of the zone.

4.3 Detailed below is agreed programme for the development of the management plans for Countryside assets and the progress made in completing these plans:

Countryside Site	Completion Date for Drafting of Management Plan	Progress to Date
Godmanchester Nursery	12 February 2016	Completed
The Thicket	12 February 2016	Completed
Wlihorn Meadow	12 February 2016	Completed
Holt Island	12 February 2016	Completed
Ouse Valley Way	12 February 2016	Completed
Alconbury Tree Nursery	19 February 2016	Completed
Spring Common	19 February 2016	Completed
Stukeley Meadows	19 February 2016	Completed
Views Common	19 February 2016	Completed
Colne Grave Yard	26 February 2016	Completed
Hartford Wood	26 February 2016	Completed
Stukeley Railway Cutting	26 February 2016	Completed
Hill Rise	26 February 2016	Completed
Riverside Park – Huntingdon (part)	26 February 2016	Completed
Paxton Pits	10 March 2016	Completed
Sudbury Meadows	10 March 2016	Completed
Hinchingbrooke Country Park	18 March 2016	Completed

- 4.4 The management plans are now being implemented to drive the re-orientation of the Countryside Service which includes the following:
- a) Clarification with landowners of roles and responsibilities for maintenance issues on their sites and so ensuring rights of access to sites.
 - b) Some of the maintenance work passing to the Grounds Maintenance Service to deliver because this represents better value for money.
 - c) Completion of a full health and safety review of the Countryside Services to better ensure the safety of users and staff.
 - d) Development and delivery of an annual programme of events on Countryside sites.
 - e) Development of management arrangements to move sites towards self-management of sites and to ensure the involvement of stakeholders.
- 4.5 The Panel is requested to identify the particular management plans that they would like to scrutinise in more detail in early 2017 in respect to progress made against set actions and targets.

5. Delivery of Grounds Maintenance Activities

- 5.1 The deployment plan for grounds maintenance activities detailed below that was approved by the Cabinet on 21 April 2016 has been deployed in full.

Grounds Maintenance:	Team Leader	Skilled Operatives	Total Staffing
Ramsey & Northern Rural Areas (Green Zone)	1	3	4
St Neots & Southern Rural Areas (Orange Zone)	2	6	8
Huntingdon, St Ives & Central Rural Areas (Blue Zone)	2	6	8
Large Sites Team (Priory Park, Riverside Park (St Neots), Hill Rise Park, Riverside Park (Huntingdon))	1	1	2
Total Staffing	6	16	22

- 5.2 The works being undertaken are in accordance with the service specification approved by Cabinet on 12 February 2016. This has however included on-the-job training for operatives in the maintenance standards they are now required to deliver, particularly in respect to completing works in full before leaving site. The outcome has been the delay in some of the work programmes to get this training completed. However by 31 May 2016 the following works had been undertaken:
- a) Three completed cuts of all grass to be maintained including strimming of obstacles;
 - b) Two completed weed treatments across the District with some follow up hoeing of dead weeds now required.
 - c) All planned remedial shrub/rose bed schemes have been completed.
- 5.3 Negotiations continue with the County Council about the maintenance of their land to resolve the long standing issue of the level of works that they will fund (two cuts per annum of grass verges) against the expectations of residents particularly in urban areas. The County Council's position is that they do not have resources because of budgetary pressures and other Highways investment priorities to fund increased maintenance levels therefore land ownership arrangements are being explored to move matters forward to move to a mowing regime based on 7 to 8 cuts per annum.
- 5.4 Detailed below are the performance targets set for the next five years in the 2016/17 Service Plan for the Operations Service for grounds maintenance and street cleansing activities. These targets need to be viewed together as evidence of the Operations Service delivering an integrated Street Scene Service as agreed by the Cabinet in April 2016.

Key Performance Indicator – Corporate Plan	2016/17	2017/18	2018/19	2019/20	2020/21
Grounds maintenance works to standard (new).	80%	82%	86%	88%	90%
Street cleansing works to standard (new).	80%	82%	86%	88%	90%
NI195 results for street cleansing, (graded A-B) (new).	80%	85%	90%	92%	94%
Street cleansing and grounds environmental maintenance service requests resolved in 5 working days (new).	80%	82%	86%	88%	90%
Residents satisfied with street cleansing services (new).	60%	64%	68%	72%	75%
Residents satisfied with grounds maintenance services (new).	55%	58%	60%	63%	65%

6. COMMENTS OF OVERVIEW & SCRUTINY PANEL

6.1 Comments of the Panel will be included in the future reports to the Cabinet regarding the delivery of these environmental activities by the Operations Service.

7. KEY IMPACTS/RISKS AND HOW THESE WILL BE ADDRESSED

7.1 The service specifications, service standards and new maintenance regimes have been developed to reduce the risk of the Council failing to properly protect, develop and maintain the public realm environment of the District.

8. WHAT ACTIONS WILL BE TAKEN/TIMETABLE FOR IMPLEMENTATION

8.1 Independent monitoring of service standards has been put in place along with standardised performance reporting to be able to evidence the standards of service being delivered.

9. LINK TO THE CORPORATE PLAN

9.1 The measures contained in this report will contribute to the Corporate Plan as follows:

- a) Enhancing fundamentally the built and green environment of the District.
- b) Operations becoming much more business-like and efficient in the way it delivers services.
- c) The new service delivery arrangements will ensure the Operations Service aligns with the principles and requirements of the Council's Customer Services Strategy.

10. CONSULTATION

10.1 The service improvement plan adopted by the Operations Service includes a structure of on-going consultation with residents and service users; these will be used to test the performance in respect to the delivery of the environmental maintenance activities detailed in this report from the users' perspective. The performance monitoring results will also be published to evidence to residents that specified service standards are being delivered.

11. LEGAL IMPLICATIONS

- 11.1 The service delivery arrangements outlined in this report will better enable the Council to meet the requirements and environmental maintenance standards of the Environmental Protection Act.

12. RESOURCE IMPLICATIONS

- 12.1 The service delivery arrangements in this report are being delivered within existing resources and are sustainable within the existing resources profile of the Operations Service set out in the Council's Medium Term Financial Strategy.

13. OTHER IMPLICATIONS

- 13.1 The outlined service delivery arrangements seek to ensure the delivery of an appropriate and equitable balance in the provision of the detailed environmental activities across the District.

14 REASONS FOR THE RECOMMENDED DECISIONS

- 14.1 The review of the service delivery arrangements detailed in this report gives the Panel the opportunity to appraise the impact of previous scrutiny work and to influence the future development of service delivery arrangements for these key environmental activities.

BACKGROUND PAPERS

Street Cleansing Service Specification – approved by Cabinet on 12th January 2016.

Grounds Maintenance Service Specification – approved by Cabinet on 17th March 2016.

Street Scene Scoping Report – approved by Cabinet on 21st April 2016.

CONTACT OFFICER

Name/Job Title: Alistair Merrick – Interim Head of Service (Operations)

Tel No. 388635

CURRENT ACTIVITIES OF THE ECONOMY AND GROWTH PANEL AND THE PERFORMANCE AND CUSTOMERS PANEL

STUDY	OBJECTIVES	PANEL	STATUS
Corporate Enforcement Policy	To assist the Head of Community Services with the evolution of a Corporate Enforcement Policy.	Economy and Growth	Councillors J W Davies, I D Gardener and T D Sanderson would work alongside the relevant Executive Councillors as well as the Head of Community Services on the formation of the Corporate Enforcement Policy.
Cambridgeshire County Council Budget Scrutiny	To review the Cambridgeshire County Council's Budget proposals and assess their impact upon Huntingdonshire and it's residents.	Performance and Customers	The Working Group comprised of Councillors T Alban, D Brown, G Bull, Mrs S J Conboy, S Criswell, M Francis, D A Giles, T Hayward, B Hyland, P Kadewere, T D Sanderson, M Shellens and R J West. Meetings were held on 14th and 19th January 2016 to scrutinise the various aspects of the County Council's Budget Proposals.

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Panel Date	Decision	Action	Response	Date for Future Action		
<p>03/03/15</p> <p>07/04/15</p> <p>03/11/15</p> <p>05/01/16</p> <p>02/02/16</p>	<p><u>Hinchingbrooke Hospital</u></p> <p>(a) Management of the Hospital</p> <p>Hisham Abdel-Rahman, CEO, attended the Panel and reported on the Hinchingbrooke Hospital Action Plan.</p> <p>Ruth Rogers, Chair, reported on the work of Healthwatch Cambridgeshire.</p> <p>Mark Cammies, Estates and Facilities Director, attended the Panel and reported on the Hinchingbrooke Health Campus.</p> <p>An article was published in the Hunts Post regarding the potential loss of services at Hinchingbrooke Hospital.</p> <p>Lance McCarthy, CEO at Hinchingbrooke Hospital attended the Panel's meeting in February 2016 to discuss the hospital's improvement plan and collaboration with Peterborough and Stamford Hospitals Trust.</p>	<p>The Panel requested an update on the Hospital Action Plan at a future meeting.</p> <p>The Panel requested regular updates on the Health Campus.</p> <p>The Panel requested the attendance of Lance McCarthy, CEO at Hinchingbrooke Hospital at the meeting in February.</p>		<p>Date to be agreed</p>		
	<p>03/02/15</p> <p>01/09/15</p> <p>01/03/16</p>	<p>(b) Financial and Operational Performance</p> <p>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.</p> <p>Report presented to the September 2015 meeting.</p> <p>Report presented to the March 2016 meeting</p>	<p>Reports to be presented to the Panel every six months.</p>			

Panel Date	Decision	Action	Response	Date for Future Action
<p>06/04/15</p>	<p><u>Health economy</u></p> <p>Scoping report on potential work on the health economy. Further reports requested on:</p> <ul style="list-style-type: none"> • the current state of Neighbourhood Planning within the area and how it was likely to develop and how it might promote community resilience; • community engagement, including examples of good practice; • the impact of Welfare Reforms, including fuel poverty and how this is defined; • reviewing the Council's Equality Impact Assessment arrangements, and • the impact of growth on GP surgeries, school places and hospital capacity. 	<p>Heads of Service to schedule reports on subjects relating to their services.</p>		<p>Date to be agreed</p>
<p>01/03/16</p>	<p>Ian Weller from the Cambridgeshire and Peterborough Clinical Commissioning Group gave a presentation on the Cambridgeshire and Peterborough Health and Care System Transformation Programme.</p>	<p>Mr Weller agreed to attend a future Panel meeting and update Members on the Urgent and Emergency Care Vanguard Programme.</p>		<p>Date to be agreed</p>
<p>06/10/15</p>	<p><u>Delivery of Advisory Services Within the District</u></p> <p>The six voluntary sector organisations currently in receipt of three year funding awards (Strategic Grants) gave presentations on what they have delivered, how their work contributes to the Council's corporate objectives and the future challenges they face.</p>			

Panel Date	Decision	Action	Response	Date for Future Action
05/01/16	A report on the Voluntary Sector Grant Funding 2016/17 to 2019/20 was presented to the Panel.	The Panel requested the formation of a Voluntary Sector Grant Funding Working Group.	Councillors D Brown, Mrs L Duffy, T Hayward and Mrs P Jordan met for a meeting of the Working Group on 25th February 2016. Meetings have taken place on 14th March, 11th April, 25th April and 17th May. A further meeting is due to take place on 14th June 2016. A final report is expected at the Panel meeting in July.	05/07/2016
47 10/06/14 & 08/07/14 07/04/15 07/07/15	<u>Redesign of Mental Health Services</u> Representatives from the Mental Health Service User Network (SUN) and Mind in Cambridgeshire attended meeting. Invitation to Luminus seminar on 'Improving Outcomes for People in Crisis because of a Mental Health Condition' extended to Members. The Panel received an update report on the Children and Adolescent Mental Health Service (CAMHS).	The Panel requested further updates at future meetings.		Date to be agreed
03/11/15	<u>Registered Social Providers</u> Councillors R Fuller, P Kadewere, M C Oliver and Mrs D			

Panel Date	Decision	Action	Response	Date for Future Action
01/03/16	<p>Reynolds appointed onto a Working Group to carry out a study on Registered Social Providers</p> <p>Councillor R Fuller updated the Panel on the study of the impact of national housing changes on local housing associations in the District conducted by himself and Councillors D Brown, Mrs L A Duffy, T D Sanderson and R J West on 29th February 2016.</p>	Members agreed a follow up meeting is required to draw conclusions from the study.	A follow up meeting took place on 21st March 2016.	
17/06/14	<p><u>Whole Waste System Approach/ Waste Collection Policies</u></p> <p>A Waste Collection Working Group should reconvene to review waste collection policies in relation to the collection points for wheeled bins/sacks and remote properties (farms and lodges). Councillors G J Bull and D A Giles appointed on to the Working Group alongside Councillors M G Baker and G J Harlock.</p>		Further meeting to be held in to consider the outcome of the survey work undertaken by the Head of Operations.	
16/06/15	Members received a RECAP update			
16/06/15	Agreed that working groups scrutinising the operations policies at HDC stand down as an Operations Review is carried out and implemented.			
10/11/15	The Panel received draft operational policies for garden waste contamination, dry recyclates contamination and lane end collection.			
09/02/16	Members received the Review of Waste Policies.			
12/04/16	The Panel received the Waste Service – Service			

Panel Date	Decision	Action	Response	Date for Future Action
	Specification.			
<p>17/06/14</p> <p>11/11/14</p> <p>16/06/15</p> <p>12/01/16</p> <p>12/04/16</p>	<p><u>Litter Policies and Practices</u></p> <p>Chairman requested an item on litter policies and practices to be submitted to a future Panel meeting. Councillor D A Giles requested that consideration is also given to graffiti removal at this time.</p> <p>Scoping report considered. Working Group appointed to consider and make recommendations on future litter and graffiti service scope and standards and on public appetite for changes</p> <p>Agreed that working groups scrutinising the operations policies at HDC stand down as an Operations Review is carried out and implemented.</p> <p>The Panel received the Street Cleansing Service Specification.</p> <p>The Panel received a report on the Creation of the Integrated Street Scene Service.</p>	<p>Request submitted to Head of Operations.</p> <p>Chairman to discuss this study with the Executive Councillor and report back to the Panel.</p> <p>The Panel is to receive an update report at the Panel's meeting in September 2016.</p>	<p>The Panel noted that a new work programme is expected soon.</p>	
	<p><u>Huntingdonshire Strategic Partnership (HSP)</u></p> <p>Huntingdonshire Community Safety Partnership</p>			

Panel Date	Decision	Action	Response	Date for Future Action
05/01/16	Annual review of the work of the Partnership. Children and Young People	The 2015/16 report is planned for September 2016.		08/09/16
03/02/15	Details of the thematic group's priorities received together with details of its terms of reference, membership and current matters being discussed. Presentation received. Health and Wellbeing	The group meets four times per year in January, March, June and October.	Reports to be submitted to the ensuing panel meeting.	
03/02/15	Background information received on the thematic group's outcomes, terms of reference, membership and action plan.			