

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, 6 SEPTEMBER 2016** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

**Contact
(01480)**

APOLOGIES

1. MINUTES (Pages 5 - 12)

To approve as a correct record the Minutes of the meeting held on 12th July 2016.

**A Green
388008**

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 13 - 18)

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.

**M Sage
388007**

4. ONE LEISURE ACTIVE LIFESTYLES ANNUAL REPORT 2015/16
(Pages 19 - 46)

The One Leisure Active Lifestyles Annual Report 2015/16 is to be presented to the Panel.

**J Peadon
388048**

5. NEEDS ANALYSIS OF GREEN SPACE AND PLAY PROVISION - DEVELOPMENT PRIORITIES (Pages 47 - 82)

The Panel is to receive a report on Needs Analysis of Green Space and Play Provision – Development Priorities.

**A Merrick
388635**

6. STREET SCENE SERVICE UPDATE (Pages 83 - 92)

An update report on the Street Scene service is to be presented to the Panel.

**A Merrick
388635**

7. WASTE AND RECYCLING ROUND RECONFIGURATION IMPLEMENTATION UPDATE (Pages 93 - 102)

The Panel is to receive an update on the Waste and Recycling Round Reconfiguration project.

**A Merrick
388635**

8. CAMBRIDGESHIRE COUNTY COUNCIL HEALTH COMMITTEE UPDATE

The Panel is to receive a verbal update on the work of the Cambridgeshire County Council Health Committee from the Panel's representative, Councillor Mrs A Dickinson.

9. WORK PLAN STUDIES (Pages 103 - 104)

To consider the work programme of the Performance and Customers Overview and Scrutiny Panel.

**A Green
388008**

10. OVERVIEW AND SCRUTINY PROGRESS (Pages 105 - 110)

To consider a report on the Panel's activities.

**A Green
388008**

Dated this 26 day of August 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

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

Please contact 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 ENVIRONMENT) held in Civic Suite 0.1A, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Tuesday, 12 July 2016.

PRESENT: Councillor T D Alban – Chairman.

Councillors J W Davies, Mrs A Dickinson, Mrs A Donaldson, D Harty, 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 B S Chapman and M Francis.

IN ATTENDANCE: Councillors R C Carter and Mrs L A Duffy.

14. MINUTES

The minutes of the meetings of the Overview and Scrutiny Panel (Communities and Environment) held on 7th and 28th June 2016 were approved as a correct record and signed by the Chairman.

15. MEMBERS' INTERESTS

Councillor T Alban declared a non-pecuniary interest in relation to Minute Number 20 as an employee of a company that engage in commercial activities with Hinchingsbrooke Hospital.

Councillor Mrs P A Jordan declared a non-pecuniary interest in relation to Minute Number 20 as an employee of Cambridgeshire Community Service based at Hinchingsbrooke Hospital.

16. 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 July 2016 and 31st October 2016.

17. WASTE ROUND RECONFIGURATION UPDATE

With the aid of a report by the Waste Minimisation Officer (a copy of which is appended in the Minute Book) the Waste Round Reconfiguration Update was presented to the Panel. Members were informed that that the Waste Round Reconfiguration was last carried out in 2011. The project is an important piece of work to get right as the service visits every property within the District. The reconfigured rounds are expected to go live on 21st November 2016.

As the reconfiguration project is progressing, Officers will provide the Panel with regular updates. A progress report schedule and

consultation timetable has been produced in order to assist the management of the project both of which will be made available to all Members.

In response to a question on would the service manage waste by putting it all in the same place, Members were informed that there is residential waste and trade waste and these would be managed differently.

Following a concern from a Member that there has been a lot of miscommunication and how would everyone be kept up to date, the Panel was informed that consultation timetable states how progress would be communicated to the residents.

The Panel was informed, following a question in regards to the realistic implementation of the timetable, that a substantial amount of work has already been completed.

In regards to a change of collection day, Members were advised it is difficult to predict how many residents would experience a change of collection day. The last time the reconfiguration was completed, 90% of the days had been changed however under this reconfiguration officers will endeavour to keep as many collection days the same. In addition Members were informed that once the scenario model had been completed, officers would have more of an idea how many collection days would be changed.

A Member was confused with the mentioning of different dates, however it was confirmed that: the 'as is' model will be created by the end of July 2016, the scenario modelling for the new round will be established by mid-August 2016 and the new round will be implement week commencing 21st November 2016.

The Panel noted the report with thanks and noted that officers will attend the September 2016 meeting of the Panel to present Members a further update.

18. VOLUNTARY SECTOR GRANT FUNDING WORKING GROUP FINAL REPORT

With the aid of a report by the Head of Community Services (a copy of which is appended in the Minute Book) the Voluntary Sector Grant Funding Working Group Final Report was presented to the Panel. The background information which subsequently led to the formation of the Working Group was outlined.

Members were informed that the Working Group had reviewed the existing funding arrangement and considered the following four options: option one is the termination of funding, option two is the continuation of existing arrangements, option three is a single contract award and option four is the award of two contracts.

The Panel was informed of the Working Groups opinions on each of the options and recommend that the Panel should recommend that Cabinet adopt option four of awarding two contracts along the lines of advice based services and infrastructure based services.

The Working Group recognises the value of the voluntary sector and did not support option one. Option two was rejected as it does not fit the commissioning and outcomes model and is not in line with National Association for Voluntary and Community Action guidance. Option three was found not to be cost effective as it would necessitate significant changes in the sector, which could prove costly; however it remains an option for future funding arrangements. The Working Group therefore decided that option four was the best option.

Members were pleased with the option presented as the report shows that the Working Group had carried out a lot of research and that the conclusions reached are well thought through.

Following a question regarding option one, Members were informed that option one still remains a possibility as the decision is Cabinet's however the Working Group had considered other options but are recommending option four.

In response to a question regarding the funding of Shopmobility, the Panel was advised that the Working Group did not review funding arrangements with individual charities but reviewed the problems the voluntary sector are currently facing. In addition a procurement exercise would follow from the report and it is important not to show favour by naming individual organisations.

The Working Group informed Members of the three options they considered in relation to the duration of the contract. Option A is funding to 31st March 2020, Option B is alignment with the County Council contract which runs until 31st August 2017 and Option C is extending funding until 31st March 2021. The Panel was informed that the Working Group recommend Option C as the decision for awarding of funding beyond 2021 would be removed from the election timetable. Consequently this would mean that the voluntary sector funding could be considered and awarded apolitically.

Members supported the recommendation of Option C as a sensible idea as it means that the voluntary sector won't be treated politically.

The Working Group considered how the funding should be allocated annually. Following the submission of the Voluntary Sector Grant Funding 2016/17 to 2019/2020 report at the Cabinet meeting in January 2016 the Cabinet adopted option two. However the Working Group thought this should be amended to option three of reducing the budget in year 1, but then providing an equal annual payment equivalent to the same total amount of spend as option 2 as they thought that this would allow organisations to better prepare and plan services if their income was consistent year on year.

Members were informed that the Working Group had considered the split of the funding and recommend that it should be split of 65% to 35% in favour of advice based services but with the flexibility for 10% either way. The reasoning for this was that the Working Group recognised the need for voluntary sector organisations to know how much they are bidding for but allow for the Council to award a greater or lesser proportion of the contract to an organisation based on the strength of their bid.

The timetable for implementation was outlined to Members with the recommendation that the existing Working Group is retained in order to develop the contract terms including performance metrics and reporting frameworks. The Panel was in favour of retaining the Working Group with the inclusion of Councillor P Kadewere.

In response to a question regarding how realistic is the timetable, Members were informed that the report will progress to Cabinet at its meeting in July 2016 and subject to their endorsement the timetable can be met.

Following concerns that the organisations won't be able to fulfil the criteria in order to be awarded with a contract, Members were advised that it is up to the organisations to ensure that they are able to fulfil the criteria otherwise they won't be awarded the contract.

Members were informed that the organisations that are allocated funding would be required to submit a biannual report and attend an Overview and Scrutiny Panel meeting so that Members can ensure that the funding is spent correctly and that the Council has value for money.

The Panel was advised that as the Working Group had recommended that the contracts should be four years in length this meant that there was a shortfall of £69k. The options considered were the following: option one was to reduce the scheme to £172k per annum from 2017/18, option two was reduce the Community Chest budget to meet the shortfall and option three was agree a growth item of £69k.

After some deliberation the Panel agreed to recommend to Cabinet that the budget for the scheme should grow by £69k, this is because Members recognise the valuable contribution the voluntary sector has upon the District. The Panel,

RESOLVED

- 1) to recommend to Cabinet that the VCS Grant scheme should be awarded as two contracts. One contract for advice based services and the other for infrastructure based services.
- 2) to recommend that Cabinet should extend funding until 31st March 2021.
- 3) to recommend that Cabinet should amend the preferred overall budget model, as highlighted in the Voluntary Sector Grant Funding 2016/17 to 2019/2020 report submitted to Cabinet at its meeting in January 2016 to Option 3.
- 4) to recommend to Cabinet that the funding split for the contracts should be 65% to 35% in favour of advice based services but with the flexibility through negotiated contract award of 10% either way.
- 5) to recommend that Cabinet should retain the existing Working Group, with the inclusion of Councillor P Kadewere, in order to develop the contract terms including performance metrics and reporting frameworks.

- 6) to recommend that Cabinet agree a growth item of £69k over the period of 2017 to 2021.

(At 8.30pm, after the consideration of this item, Councillor Mrs L A Duffy left the meeting.)

19. CORPORATE ENFORCEMENT REPORT

With the aid of a report by the Head of Community Services (a copy of which is appended in the Minute Book) the Corporate Enforcement Report was presented to the Panel. In introducing the report Members were informed that Community Services are delivering three environmental campaigns in 2016/17: dog fouling, fly tipping and littering and graffiti and fly posting.

The Panel was informed that there had been three incidents of graffiti in June 2016 and two of them had been post EU referendum, with one incident taking place in Godmanchester and the other in Huntingdon.

Members were informed that all of the Council's enforcement regime, with the exception of Planning Enforcement, fall within the remit of Community Services. The Council has adopted a fixed penalty approach instead of a criminal conviction approach which removes the criminal conviction liability and makes the process quicker. The Panel was informed that a report on the Council's enforcement strategy will be submitted at the Panel's meeting in October 2016.

In response to the question, could more signs be placed at the well know areas for fly tipping and dog fouling, the Panel were informed that the Council plan to resticker the lamp columns with dog fouling signs. This is because the County Council have been removing lamp post columns and replacing them. With regards to fly tipping, signs have an impact but not a significant impact.

Following the question of what can be done about estate agents using boards to advertise houses located streets away on the main road. The Panel were advised that if the sign is on highway then it is County Council issue however there are also specific exemptions in relation to estate agents. If the sign is causing an obstruction then the Council will pull it down.

The Panel was informed that cameras can be used to catch fly tippers, dog fouling and littering. The use of cameras is effective for fly tipping as usually people use a vehicle which can be traced. With regards to other offences, incidents can be reported and the Council will act upon any littering intelligence received. The link for reporting littering offences online is:

https://applications.huntingdonshire.gov.uk/forms/Operations/New_Street_Cleaning_1.html

Members were informed that Community Services is currently undergoing a restructure, however after it has taken place the service will have four officers who can carry out all types of corporate enforcement, with the exception of planning enforcement.

20. HDC'S RESPONSE TO THE HINCHINGBROOKE AND PETERBOROUGH HOSPITALS MERGER PROPOSAL

With the aid of a report by the Democratic Services Officer (Scrutiny) (a copy of which is appended in the Minute Book) a report outlining Huntingdonshire District Council's response to the Hinchingsbrooke and Peterborough Hospitals merger proposal was presented to the Panel.

In regards to the £9m savings that both hospitals are expected to make, Members were informed that approximately £4m would be saved at Hinchingsbrooke and £5m would be saved at Peterborough.

The Panel recognised that it was important for the Trust Board to review all the options and that Members had to let the process take its course. There was frustration expressed as Mr McCarthy is one of a number of Chief Executives over the course of 10 years and that he failed to provide information of any substance to the Panel.

There was a suggestion that as the full business case was not going to be fully developed until September 2016, the Panel should not submit a response before then, however Members were reminded that the response represents the current observations of the Council in respect to the process the Trust Boards have adopted for the development of the full business case. If the response was not sent until September then it would be rendered irrelevant.

In response to the questions regarding the effect of the letter and could the Trust Boards carry on with their plans, Members were informed that the letter would inform the Trust Boards whilst they are developing the full business case. If the full business case highlighted that merger was the best option then the Trust Boards would implement the option which was best for them.

A minority of Members were concerned that the letter had already been published and questioned why. The Panel was informed that at its special meeting on 28th June 2016, Members agreed that a response would be drafted for the Panel to review at its meeting in July 2016. In addition there is no provision, under section 12a of the Local Government Act 1972, to exempt the letter from publication. Members were reminded that as the letter is a draft, it is not the final version that could be sent as the Council's response.

A couple of Members expressed that they were pleased with the content of the draft letter as it flagged up the concerns expressed by the Panel at the special meeting held on 28th June 2016 and that they would be pleased to see the letter sent to the Chairman of the Hinchingsbrooke Health Care NHS Trust.

The Panel discussed the sentence '*welcome the strong action being taken to explore options and the clear commitment to continuity of ongoing provision of healthcare services at Hinchingsbrooke*'. Members thought that this sentence should be deleted as they thought it misrepresented their views and could be interpreted as support for the proposed merger.

Members agreed to recommend to Cabinet that the letter at Appendix

A should be sent subject to the following amendments:

- 1) that the sentence '*welcome the strong action being taken to explore options and the clear commitment to continuity of ongoing provision of healthcare services at Hinchingsbrooke*' be deleted.
- 2) that the word '*faithfully*' be deleted and replaced with '*sincerely*'.
- 3) that the letter is sent out by the Executive Leader as a Council response therefore Councillor T Alban's details are deleted and replace with those of the Executive Leader.

The Panel

RESOLVED

to recommend that Cabinet considers the letter at Appendix A and endorse this as the Council's current observations to the proposed merger.

(At 9.08pm, during the consideration of this item, Councillor Mrs P A Jordan left the meeting.)

21. 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 Panels for Economy and Growth and Performance and Customers.

22. 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.

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: 24 August 2016
For Period: 1 September 2016 to 31 December 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
Needs Analysis of Green Space and Play Provision - Development Priorities	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, Internal Audit and Risk Manager Tel No. 01480 388115 email: David.Harwood@huntingdonshire.gov.uk		J Gray	Performance and Customers

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
Amendment to Disposals and Acquisition Policy	Cabinet	22 Sep 2016		Clive Mason, Head of Resources Tel No. 01480 388157 or email: Clive.Mason@huntingdonshire.gov.uk		J Gray	Performance and Customers
Re:Fit Programme - Energy Conservation Measures for One Leisure	Cabinet	22 Sep 2016		Alistair Merrick, Interim Head of Operations Tel No. 01480 388635 email: Alistair.Merrick@huntingdonshire.gov.uk		R Carter	Performance and Customers
Consent for the Secretary of State to bring forward an Order to establish a Combined Authority with a Mayor covering that area of Cambridgeshire and Peterborough	Cabinet	20 Oct 2016		Mrs Joanne Lancaster, Managing Director Tel No. 01480 388301 or email: Jo.lancaster@huntingdonshire.gov.uk		D Brown	Economy and Growth
Waste Round Reconfiguration - Implementation Update	Cabinet	20 Oct 2016		Beth Gordon, Operations Manager Tel No. 01480 388720 or email: Beth.Gordon@huntingdonshire.gov.uk		R Carter	Communities and Environment
Review of Fees and Charges - Car Parks	Cabinet	20 Oct 2016		Alistair Merrick, Interim Head of Operations Tel No. 01480 388635 or 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
Discretionary Council Tax Discount Policy	Cabinet	17 Nov 2016		Ian Sims, Local Taxation Manager, Local Taxation Manager Tel No. 01480 388138 email:lan.Sims@huntingdonshire.gov.uk		D Tysoe	Performance and Customers
Coneygear Court - Lease and Management Arrangement	Cabinet	17 Nov 2016		Jon Collen, Housing Needs and Resources Manager Tel No. 01480 388220 email: Jon.Collen@huntingdonshire.gov.uk		D Tysoe	Performance and Customers
Internal Audit Shared Service 17	Cabinet	17 Nov 2016		Mr Anthony Kemp, Interim Corporate Director (Services) Tel No. 01480 388301 or email: Anthony.Kemp@huntingdonshire.gov.uk		D Brown	Performance and Customers
Approval of Council Tax Base 2017/18	Section 151 Officer	1 Dec 2016		Ian Sims, Local Taxation Manager, Local Taxation Manager Tel No. 01480 388138 or email: lan.Sims@huntingdonshire.gov.uk		J Gray	Performance and Customers
Review of the Council's Street Markets	Cabinet	15 Dec 2016		Alistair Merrick, Interim Head of Operations Tel No. 01480 388635 or email: Alistair.Merrick@huntingdonshire.gov.uk		R Carter	Communities and Environment
Discretionary Rate Relief Policy	Cabinet	15 Dec 2016		Ian Sims, Local Taxation Manager, Local Taxation Manager Tel No. 01480 388138 or email: lan.Sims@huntingdonshire.gov.uk		D Tysoe	Performance and Customers
Rural Settlement List	Cabinet	15 Dec 2016		Ian Sims, Local Taxation Manager, Local Taxation Manager Tel No. 01480 388138 or email: lan.Sims@huntingdonshire.gov.uk		D Tysoe	Performance and Customers

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Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: One Leisure Active Lifestyles Annual Report 2015/16

Meeting/Date: Overview and Scrutiny Panel (Communities and Environment) – 6 September 2016

Executive Portfolio: Councillor J Palmer, Executive Member for Leisure and Health

Report by: Active Lifestyles and Health Manager (Jo Peadon) and Sports Development Manager (Martin Grey)

Ward(s) affected: All

Executive Summary:

The purpose of this report is to inform members on the performance, work programmes and highlights of the One Leisure Active Lifestyles Team during 2015/16.

Recommendation(s):

The Panel is requested to note the contents of this report and comment on the performance of the One Leisure Active Lifestyles Team.

1. WHAT IS THIS REPORT ABOUT/PURPOSE?

- 1.1 The purpose of this report is to inform members about the performance of the One Leisure Active Lifestyles Team (OLAL) during 2015/16.

2. BACKGROUND

- 2.1 Each year an Annual Report is produced to inform elected members, stakeholders, partners and commissioners of the activities, programmes and performance of the One Leisure Active Lifestyles Team.
- 2.2 In 2015/16 a best ever total attendances at activities delivered were achieved of 48,292, 5% up on the previous best ever overall result.
- 2.3 3,482 physical activity or sports sessions for people from 4 years of age to 90 years of age were delivered by the team of 9.2 contracted staff; up 8% on the previous year. The team were supported by a small number of variable hour Instructors, Coaches and Outreach Workers along with over 30 active volunteers.
- 2.4 Group Exercise Classes, Exercise Referral and Adult Sports Tasters and Courses all achieved best ever total attendances.
- 2.5 The OLAL team deliver work that is complementary to One Leisure Facilities (OL Facilities) and targets older people, people living with long term health conditions, disabled people, young people (healthy weight) and under-represented groups in sport and physical activity. Working with communities the team deliver activities in non-traditional venues or working with sports not catered for by OL Facilities including climbing, sailing and rowing.
- 2.6 The last year has seen the full implementation and impact of new activities and services including U-Canoe (indoor canoeing), PEDALS (adapted cycles for disabled people and their family/carers) and Walking Football. U-Canoe has been effective in engaging young people at risk of exclusion from mainstream education in Sawtry and engaging them in positive activity leading to improvements in their mental wellbeing and their feeling of belonging. The indoor kayaks were purchased as part of the Delivering Activity and Sport in Huntingdonshire project (DASH) which is Sport England lottery funded and are now been used across the five One Leisure Facilities for commissioned bespoke activity and as an additional offer to junior school holiday activity programme.
- 2.7 The PEDALS adapted cycles based at Hinchbrooke Country Park are a fleet of 15 various cycles including trikes/three wheelers for people who can use them independently with a little more stability, in-line tandems, side by side two seater pedal powered, twin hand cycles and a wheelchair accessible cycle to ensure access to cycling for those who cannot manage to pedal independently. Three new cycles were procured in 2015/16 including a single hand cycle. In 2015/16 127 individuals attended the PEDALS sessions (a 63% increase on the previous year) with 332 attendances (111% up on the previous year). The bikes were also commissioned for bespoke sessions by SEND Schools and specific disability groups through the year.

- 2.8 New Walking Football sessions, targeted at adults over 35 years was established at One Leisure Huntingdon. This provides a new opportunity for adults to increase their participation in sport and physical activity and still be able to enjoy the team environment you cannot get from a gym. The average age of the regular participants is 61 years with the youngest 23 years and the oldest 74 years. Predominantly attended by men; we do have a few female participants. One 17 year old has attended with his Grandad enabling intergenerational participation in sport and physical activity which is great to see.
- 2.9 Some services are managed by OLAL, for example Exercise Referral; however the desired outcome is to convert customers to OL Facilities pre-paid members. OLAL provides the specialist knowledge and expertise required to liaise with health professionals and ensure customers attain a safe and stable position to become regular members. 72 Exercise Referral clients who started during 2015/16 were still active pre-paid members in April 2016. This represents 40% of the clients who completed the 12 week scheme (181) and 18% of the total new starters (395) in 2015/16.
- 2.10 97% of customers rated the value for money of paid services as good or better in 2015/16 compared to 99% in 2014/15. Overall satisfaction rates remained stable at 97%.

3. OPTIONS CONSIDERED/ANALYSIS

- 3.1 During 2015-16 the Service underwent the Zero Based Budgeting (ZBB) Process being undertaken by all Services in the Council. The ZBB report adopted by Members clarified the future direction of the Service with targeted areas of work confirmed as:
- Older People
 - People with long term health conditions
 - Disabled People and other groups under-represented in sport
 - Young People (Healthy Weight)
 - Enabling and Strategic Role (Facilities, Clubs, People and Finance)
- 3.2 The priority areas were identified through analysing and interpreting local, regional and national priorities, strategies and data sets from Central and Local Government, Sport England (Government Quango responsible for improving participation in sport and physical activity) and Public Health.
- 3.3 The new Huntingdonshire Sports and Leisure Facilities Strategy (2016-21) was adopted by Cabinet in March 2016.
- 3.4 Targeted Group Exercise Classes continued to grow over the year and it an area the team are seeking to develop further to ensure sustainability in their own right and to help offset costs from some of the targeted activities that require financial resource support at this time. Areas for development including expanding the Strength and Balance classes as part of the integrated Falls Prevention Offer with Health and developing specialist long term conditions classes including Cancer and Chronic obstructive Pulmonary Disease.
- 3.5 Health outcomes were significant across the programmes including shifting levels of inactivity (health benefits are greatest when sedentary people become active at least once per week); decrease in waist circumference (the key indicator of risk of heart disease) increased by 56% on the previous year.

4. COMMENTS OF OVERVIEW & SCRUTINY PANEL

- 4.1 This report is intended for Overview and Scrutiny Panel (Communities and Environment) only.

5. KEY IMPACTS/RISKS

- 5.1 As the OLAL Service delivers additional targeted activities and less universal provision following the end of the DASH lottery funded project and implementation of the agreed ZBB priority work areas, participation rates are forecast to drop. However the changes should ensure those accessing the OLAL Service will be most in need and will gain the most benefits,

- 5.2 The OLAL Service traditionally relies on grant contributions and commissions to deliver significant elements of the service. This model is shifting as grant funding is increasingly scarce and alternative methods of direct delivery and/or facilitating /empowering others are implemented.

- 5.3 In line with this shift general fees and charges are increasing where able.

- 5.4 Cambridgeshire County Council's Public Health Team has commissioned two physical activity programmes delivered by the OLAL team in 2016/17 (Huntingdonshire Health Walks and Exercise Referral) with grant funding amounting to £46.3k.

- 5.5 Ring fenced public health funding at Cambridgeshire County Council ended in March 2015 and despite funding being secured for the current financial year future commissioning arrangements remain unclear. The potential implications of the loss of Public Health funds would mean approx. 1,000 Huntingdonshire residents (recording over 28,100 visits in 2015/16) would no longer be able to access these services that are currently free being delivered by Huntingdonshire District Council, and we may have to consider other delivery models.

A joint local authority 'Physical Activity Offer' is currently in the process of being presented to Cambridgeshire County Council's Health Committee to secure Physical Activity funding for two years across the Cambridgeshire districts.

- 5.6 Funding for sport related programmes have been supported during 2015/16 with a Sport England lottery grant which runs to November 2016 through the 'Delivering Activity and Sport in Huntingdonshire' project (DASH). An extension with Sport England is currently being negotiated until March 2017. A Business Case will be prepared in this time to secure a 'Sport Delivery Resource' to enable the continuation of the priority services from the DASH project. Current partners have indicated willingness to commission services post the end of the lottery funding agreement ensuring no financial burden to HDC but ensuring sustainability of activity and outcomes from participants in particular the work with Adult Day Care providers. The current DASH posts (1.6FTE) will be removed from the establishment at the end of March. A new role is planned to be developed through the Business case.

- 5.7 Areas of the sport programme not currently receiving grant funding (Under 17's sport and equity programmes including disability sport) are finding it increasingly challenging to meet participation targets within the funding envelope available.

Zero Based Budgeting confirmed the Service will concentrate on Healthy Weight for Young People rather than universal provision. As a direct result new activity has been delivered in two areas of higher prevalence of obesity in young people over the summer period with the CCC Children's Centres and Everyone Health (a key partner in childhood obesity work).

A new Youth Offer is being developed to enable the service to better promote what is available to potential commissioners. Some long standing activities have been altered or reduced reflecting the decrease in demand and requirement to reduce the financial burden of the OLAL Service to HDC.

Revisions are continually being made to the activity offer, linked to the new Government Strategy for Sport 'Sporting Future' (2015) and the new Sport England Strategy for Sport 'Towards an Active Nation' (2016), and in accordance with the Cambridgeshire Health and Wellbeing Strategy and HDC's Corporate Plan.

- 5.8 OLAL are working closely with OL Facilities to look at ways to provide alternative activities for those requiring additional support, such as Cyclone start-up, in addition to existing offers. OLAL are helping OL Facilities with the implementation of the One Leisure Strategy and using market segmentation to identify and develop innovative programmes to attract non-users to the sites.

6. WHAT ACTIONS WILL BE TAKEN/TIMETABLE FOR IMPLEMENTATION

- 6.1 Not applicable.

7. LINK TO THE CORPORATE PLAN

- 7.1 The OLAL Service contributes to 'Enabling Communities' and in particular the priorities of 'Support people to Improve their health and well-being' and 'Develop stronger and more resilient communities to enable people to help themselves'. A prime example of this is the Health Walks programme and the army of volunteer walk leaders delivering the sessions week in week out across the district. 508 walks were delivered in 2015/16, 7% up on the previous year). The programme has the added benefits of social contact and contacting communities. Participants regularly cite the mental wellbeing benefits from taking part and the assurance that they are walking in safe environment and that they would not undertake any walking if they had to do so alone. The contribution of the Volunteer Leaders is helping to build resilience and helping local communities across the district to help themselves.
- 7.2 In terms of supporting people to improve their health and well-being 57% of participants reported their medical/health reason for their referral to the Exercise Referral Scheme had improved six months after completion evidencing the long term benefits to people's health. With the Right Start Group Exercise Classes 16% of new starters in 2015/16 did no physical activity. The annual customer survey reports a drop to 4% once they have joined the class. The greatest health benefits are gained when shifting inactive/sedentary people to taking part at least once per week.

- 7.3 'Delivering Sustainable Growth' – OLAL helps to make the district a better place to live and work by working with One Leisure Facilities, sports clubs and other sports providers across the district. The new 'Huntingdonshire Sports and Leisure Facilities Strategy' (2016-21) identifies priorities for the district going forward and seeks to strengthen HDC's position when influencing formal sports provision through new housing developments.. The team also provides training/qualifications opportunities and volunteer opportunities which contribute to developing a skilled and flexible workforce. Grants and club development work in 2015/16 was worth £670k.
- 7.4 Becoming a more Efficient and Effective Council – Outturn reduced in 2015/16 by 17% and £752k was generated as inward investment into the district (through a combination of partnership working [cash and in-kind], grants and volunteers) in return for HDC's investment of £216k. Overall attendances recorded best ever results for the second year running as demand from customers is increasing for specialised services such as falls prevention and Exercise Referral. The Service uses local and regional targets and priorities and works with a range of partners and stakeholders to ensure we address shared agendas, avoid duplication and deliver or facilitate services and activities to those who most need it.
- 7.5 The various case studies in the OLAL Annual Report 2015-16 demonstrate the impact the OLAL Service is having on people's physical health and mental wellbeing in many different ways and across the target areas.

8. CONSULTATION

- 8.1 Not applicable.

9. LEGAL IMPLICATIONS

- 9.1 None arising from this report.

10. RESOURCE IMPLICATIONS

- 10.1 As noted above the service has traditionally relied on grants and external funding contributions to deliver services. The OLAL Service has though over the last few years increasingly adopted new ways of working including direct delivery that is sustainable in its own right (e.g. group exercise classes) or facilitating/empowering others to undertake the delivery with the team's support.
- 10.2 Whilst risk remains with all funding sources and in particular the lottery grant supporting DASH which will end in March 2017 the OLAL Team are actively sourcing new revenue funding streams including increased commissioning and introducing voluntary donations for some services. Work is actively ongoing at identifying and implementing areas where expenditure can be reduced including negotiation on room hire charges with external and internal partners.
- 10.3 The Exercise Referral Scheme is a good example of changed working practices reducing the Leisure & Health net budget. Despite being free at the point of access from 2014, an additional 14k in gross income was generated in 2015/16 compared to 2014/15, a 20% increase, by focussing on conversions to Impressions Pre-Paid Memberships

- 10.4 A restructure of the OLAL Service has taken place in 2016/17 and there will be a savings on employees' costs from 2017/18 as a consequence of this.
- 10.5 A proportion of the OLAL Service budget is directed to the Strategic and Enabling Role as agreed through ZBB. Whilst it is difficult to recoup direct costs the resource enabled the team to secure £752k in inward investment to the district in the form of partnership working, grants and volunteering.

11. OTHER IMPLICATIONS

- 11.1 The potential loss of services such as the free Exercise Referral programme in the future may lead to an increase in health inequalities across the District.
- 11.2 In mitigation the service is focussing on the ZBB priorities and actively pursuing and implementing new methods of delivery and methods by which to generate alternative sources of income and ensure sustainability of services even if funding is withdrawn in the future.
- 11.3 Each service area is being challenged to become sustainable in its own right. Group exercise classes achieved this in 2015/16 and both children's and youth sport, and disability sport direct costs (delivery staff, facility costs, marketing and equipment), will follow suit in 2016/17 through an increase in commissioned work.
- 11.4 Therefore the OLAL Service is actively manoeuvring itself to be ready to deal with any eventuality and to ensure the funds that are available are targeted at the areas where health inequalities will not be exacerbated by potential loss of funding.

12 REASONS FOR THE RECOMMENDED DECISIONS

- 12.1 The Panel is requested to note the contents of this report and comment on the performance of the One Leisure Active Lifestyles Team.

13. LIST OF APPENDICES INCLUDED

Appendix 1 - Sport and Active Lifestyles Annual Report 2015/16

BACKGROUND PAPERS

NONE

CONTACT OFFICER

Jo Peadon Active Lifestyles and Health Manager
Tel No. 01480 388048
Email: jo.peadon@huntingdonshire.gov.uk

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One Leisure Active Lifestyles

annual report

2015/2016

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Foreword

Welcome to the annual report of Huntingdonshire District Council's One Leisure Active Lifestyles Team

Huntingdonshire District Council's strategic priorities include 'Enabling Communities' (to support people to improve their health and well-being); 'Delivering Sustainable Growth' and 'Becoming a more efficient and effective Council'. The Active Lifestyles Team helps the Council to achieve these priorities through their many programmes, activities and services.

The Active Lifestyles team work with One Leisure Facilities (the districts five leisure centres), sports clubs, other sports providers, volunteers, care settings, schools, and health professionals to deliver positive outcomes for residents from enabling disabled people and people with long term health conditions to access sport and physical activity, delivering the Sports and Leisure Facilities Strategy for the district and developing a skilled and flexible workforce including supporting and developing coaches, volunteers, officials and administrators.

I am pleased to note the number of case studies in this year's report, and the impact the team are having on improving individual lives from delivering better health outcomes to providing volunteering opportunities and improving places for people to play and enjoy sport and physical activity.

I would like to take this opportunity to thank all our partners for their contributions to the service over the past 12 months, in particular Cambridgeshire County Council's Public Health Team and Sport England for their invaluable support.



Cllr John Palmer
Executive Member for Leisure and Health



Setting the scene

The One Leisure Active Lifestyles team (OLAL) is part of the Leisure & Health Division within Huntingdonshire District Council.

This Annual Report is to inform elected members, stakeholders, partners and other interested parties of the activities, programmes and performance of the One Leisure Active Lifestyles team during 2015/16

In 2015/16 there were almost 5,500 different individuals between 1 and 90 years old taking part in physical activity and sport delivered by the One Leisure Active Lifestyles team. The team achieved a best ever total attendance of over 48,000 visits; 5% up on the previous best ever from 2014/15.

During 2015/16 the service undertook a comprehensive review of activities and it was agreed with members and the Senior Management Team that the service will provide targeted activities for: older people, people with long term health conditions, disabled people and other groups under-represented in sport and young people focussing on healthy weight. Alongside this the service will retain its strategic and enabling role supporting the planning and growth agenda, delivering the Sports and Leisure Facilities Strategy, and developing and supporting sports clubs. Underpinning this work the team will carry on its programmes supporting employment, leadership, volunteering and the skills agenda.

To achieve this we will:

- Provide targeted activities to promote active lifestyles and reduce health inequalities
- Raise the profile of sport and physical activity opportunities
- Work to improve, enhance and sustain the sporting infrastructure across the district (facilities, clubs, finance and people)

The service contributes to the achievement of Huntingdonshire District's Council Corporate Plan 2016-18 strategic priorities of:

- "Enabling Communities"
- "Delivering Sustainable Growth" and
- "Becoming a More Efficient and Effective Council"

The team also works towards helping the Cambridgeshire Health and Wellbeing Strategy (2012-17) achieve its priorities in particular:

- "Support older people to be independent, safe and well"
- "Encourage healthy lifestyles and behaviours in all actions and activities while respecting people's personal choices" and
- "Create a sustainable environment in which communities can flourish"

Further detail on the specific activities and services of the team is available on pages 13 to 15.

Highlights from 2015/16

Adults Sports Activities

Adult Sports Tasters and Courses are provided as part of the Sport England lottery funded project: 'DASH' Phase II (Delivering Activity and Sport in Huntingdonshire). The programme in 2015/16 was delivered in partnership with 24 local voluntary sports clubs and other providers.

Free taster sessions were delivered leading to short term courses which were subsidised by the lottery funding. In 2015/16 there were 1,642 attendances 105% up on the previous year from 445 individuals. Participation in Huntingdonshire in sport and physical activity is lowest in the 16-34 year age group (Active People Survey). The sessions were therefore programmed using market segmentation data and local expression of demand to provide targeted activities aimed at increasing participation in this age group.

Activities included ballroom dancing, kayaking, golf, fencing, indoor climbing, scuba diving, wake-boarding and water-skiing.



"The instructors were very welcoming and encouraging and inspired me to continue with this activity (squash). I really enjoyed it and would recommend the tasters to my friends."

"It was great to try a new activity and find out about a club that I didn't even know existed. An excellent experience all round."

Cardiac Rehabilitation Group Exercise Classes

Cardiac Rehabilitation classes have been part of the team's offer for many years. Individuals who have had a heart attack or heart surgery can be referred to these community based classes for supervised exercise once they have successfully graduated from time-limited hospital based rehabilitation sessions.

The team works closely with the Cardiac Rehabilitation Team at Papworth Hospital to ensure a smooth pathway from the clinical environment to a community session for patients. Team members attend the hospital-based sessions building professional networks and ensuring mutual benefits and outcomes for both stakeholders.

In 2015/16 the classes recorded their best ever attendances, 2,847, 4% up on the previous year from 118 individuals demonstrating the benefits of the close working relationship with Papworth.

"The discipline is probably necessary; otherwise I doubt that some (including me) would carry out such exercise. I have little doubt it does me good."

Case studies

Andrew's story (Health Walks)

It all started when the doctor advised me to enrol for a Community Health Improvement Program. The course started about September 2014 and was held every other Monday. At the start of every meeting we were all weighed and had our BMI taken. I weighed just over twenty stone and being type II diabetic, I had to lose weight. About two thirds of the way through the course I was introduced to the Huntingdonshire Health Walks scheme run by HDC. I started doing the walks every Monday during November 2014; the first walk I took part in was the Three Lakes in Little Paxton Pits lead by Bill Musk. On the second walk I suffered breathing problems and ended being encouraged by the group leader at the back. After that I've been on numerous walks and filled up the incentive card in about 6 months as I could only walk on Mondays. I improved immensely as noticed by the group leaders and after a while I was at times near the front of the group. I managed a walking holiday in April 2015 to the Peak District. So far I've lost over two stones and feel better for it.



Gaye's story (Health Walks)

My name is Gaye Vivian and in the past, I had been feeling very low, very unhealthy and not getting out the house much. I was told about the Huntingdonshire District Council Health Walks which I turned up to. This first walk was in my flat shoes in the summer and the people I met were nice and friendly, thereafter I had the confidence to go back again. However I was worn out at the end of the walk, but I persevered and built up my fitness by regularly attending the Huntingdon walks. I noticed that my health improved with the fresh air, exercise, being outdoors, friendly people and a cup of tea or coffee at the end of the walk with toilet facilities. Over seven years I have built up friendships and have gone to Birthday meals and walking holidays with some of the walkers. I am fit and healthier and now have all the gear - walking boots, gaiters, cagoule and plastic trousers for the rain and snow. I highly recommend the walks.



Bernard's story (A Health Walks Volunteer Leader's perspective)

In the late 90s, unbeknown to me, my aortic valve was beginning to 'play up' and, by late 2000, when I was 62, I was described as having an "aortic stenosis", which is life-threatening unless the deficient aortic valve is replaced - a major op. The valve was duly replaced and the post-op consultant said that it was absolutely vital that I follow a regular walking programme in the future, to regain lost strength and to reinforce the condition of the heart, which had suffered adversely from the effects of the aortic stenosis. This is perhaps the wisest advice I have ever had!

I made a point of walking more and at the end of 2003, having reached a certain age, I decided to retire from paid work and do a little more walking, to keep the new-found stimulus going.

In 2004, I saw a Health Walk Brochure prominently displayed in a hospital waiting area at a routine check-up and, soon after that, I joined a Huntingdon group walk in my village. In fact, I have an HDC certificate for being the 50th person to sign up to the group!

I soon found that the walk-leadership, the interesting routes chosen, the comfortable pace, and the variety of like-minded companions on the walks, were all contributing to an even better all-round state of health than I had enjoyed ever before. And it was interesting to think about new walks, to map them out, and have the scheme coordinator judge its suitability and safety.

I volunteered to become one of group walk leaders, not because I wished to 'manage' folk again, but rather to look out for similar improvements to mine in other walkers' fitness and sense of well-being, as their time with health-walking continued...and it has been really gratifying to see the progress some walkers have made after an hour's walk with the group, showing signs of having much benefited from the outing, physically and mentally.

So, like Gaye, I can really recommend the scheme, not only to those who simply like a 'walk-and-talk' but also to those who are trying hard to regain their strength and spirit after an experience that has left them feeling less 'up for it' than they would wish.

And walking is fun too, and a profitable use of time if ever there was one: why not give it a try?



Norman's story (Cardiac Rehabilitation)

Following his heart attack in July 2015 Norman attended the Cardiac Rehabilitation sessions at Papworth Hospital. During his sessions there he met Daniel, Sports Development Officer responsible for the Cardiac Rehabilitation classes who explained about the services available to him at Huntingdonshire District Council (HDC).

He completed his six weeks at Papworth and upon completion of this was referred to the HDC programme. This process was made less daunting by having met someone from the scheme whilst at Papworth by knowing that he was being referred to a suitable class.

Norman started the classes in December and as advised he started slowly but soon started to gradually increase the levels he was working at. He has had a number of benefits from attending the class including: reducing the pain in his knees due to arthritis such that he no longer gets any sharp pain and he is now able to comfortably run in the class; increased muscle tone in his upper body which is better than it has ever been; increased flexibility / comfortable range of movement across all joints and feeling much more alert during the day.

He enjoys the classes more as everyone is there following a cardiac condition so are exercising for their health benefits rather than competing against each other. All of this has increased his physiological and psychological well-being such that his wife now struggles to keep up with him when out for a walk and he feels fitter than he did 10 years ago long before he had any cardiac related issues!

Gemma's story (Disability Sports)

Gemma has always loved sport from an early age; however Gemma has Cerebral Palsy and has always been shy about doing things in front of people. "I haven't done lots of sports for myself, but since starting Boccia I have grown to love the game with support from Paul and his team, I love doing sports."

Gemma's sporting interest began at the Huntingdonshire Disability Sports Forum's Sports Festivals. The Festivals provide disabled people the opportunity to come and try different sports all in one day. Gemma has continued to attend the Festivals and various other sporting events and has been able to try a range of sports from Indoor Archery to Zumba and Sailing in turn increasing her participation levels.

Gemma has been able to increase her participation further through the Care Home sessions run at Leonard Cheshire Manor through the DASH project and has increased her confidence and sporting ability.

Gemma commented; "I am very shy about doing things for myself. As I have learning difficulties I find it hard to take everything in. They (the Sports Coaches) make me laugh which makes me feel better and I relax. I like to go to sports festivals and take part with them. This has helped me with my confidence, not being shy as much. My coordination has got much better, and doing physiotherapy without knowing it is fun, and I really love them coming into The Manor, where we can all join in, and its sports adapted for us, with support from the coaches and staff, we all feel the same".

U-Canoe (Young People - Targeted Interventions)

Partnership working with Cambridgeshire County Council staff has led to young people from the Sawtry area engaging in U-Canoe. U-Canoe uses indoor Kayaks and runs out of the One Leisure swimming pools as part of the DASH project

22 young people were targeted to receive this opportunity including young carers, young people who have experienced poor mental health and young people who are at serious risk of being excluded from mainstream education.

One of the participants who was at risk of exclusion has experienced benefits of taking part and U-Canoe has now formed part of his support plan. Becca Hoy, Young People's Worker, commented:

"U-Canoe has given him the chance to spend time with friends and to help make new friends in a safe environment where he can relax rather than being aware that his behaviour is being monitored. U-Canoe has also given the young person something to be proud of as he is pushing himself to take part in the project and activities, which he clearly enjoys as he always has a huge smile on his face and wants to take part in any future sessions. The project has also given him the opportunity to talk to his family about something which he has enjoyed and taken part in as part of a group rather than any negative situations from his day. This young person is overweight and although he does play some sports during school time this has provided him the opportunity to take part in sports outside of school in his community which he would not normally do. This has sparked his interest in sports and his family are now thinking of trying to get him involved in more sports in the community to further increase his fitness levels including swimming lessons at One Leisure".



Review of the Year

What we did

In total the team organised and delivered 3,482 physical activity or sports sessions.

Physical activity or sports sessions delivered

	2013/14	2014/15	2015/16	14/15 v 15/16 comparison
Disability* & Equity (including Active & Able, holiday sessions, festivals, bespoke sessions, DASH community disability day sessions)	246	311	269	-14% ↓
Older People (Right Start and Cardiac Rehabilitation Community Classes, Health Walks)	1,219	1,285	1,435	+12% ↑
Young People (Healthy Weight)** (Street Sports, sixth form activities, roadshows, holiday sports activities and community engagement sessions)	253	292	285	-2% →
Long Term Conditions (Exercise Referral Appointments)	809	1,146	1,205	+5% ↑
Adult Sports Activities (DASH Sports Tasters & courses)	73	114	249	+118% ↑
Family Based & Miscellaneous/Bespoke events (including Village Festivals, RAF events, Coach education events, Papworth sessions)	50	63	39	-38% ↓
TOTAL	2,650	3,211	3,482	+8% ↑

How well we did

Attendances/Visits

	2013/14	2014/15	2015/16	14/15 v 15/16 comparison	Target 2015/16	2015/16 Actual v Target
Disability* & Equity	3,606	3,015	2,280	-24% ↓	2,000	+14% ↑
Older People Services	15,977	18,361	19,410	+6% ↑	16,700	+16% ↑
Young People (Healthy Weight)**	2,020	1,622	1,393	-14% ↓	1,900	-27% ↓
Long Term Conditions	13,272	18,763	19,617	+5% ↑	8,800	+123% ↑
Adult Sports Activities	148	803	1,642	+105% ↑	900	+82% ↑
DASH & Events Balance	2,438	3,546	3,950	+11% ↑	2,150	+84% ↑
TOTAL	37,461	46,110	48,292	+5% ↑	32,450	+49% ↑

*Active & Able St Neots mainstreamed so no longer counted – not like for like.

** Challenging environment for Under 17's with market competition, inclement weather increasing cancellations, resources and programming all causing issues.

*** Results within 10% swing downward considered similar performance (and at least 90% where satisfaction concerned) due to number of responses. Results greater than 10% swing downward trend however mitigating factors in all instances.

What our customers told us

Satisfaction with services

	SATISFACTION LEVEL			VALUE FOR MONEY		
	2014/15	2015/16	14/15 v 15/16 comparison	2014/15	2015/16	14/15 v 15/16 comparison
Disability & Equity	91%	98%	+7% ↑	100%	100%	- →
Older People Services	98%	97%	-1% →	97%	96%	-1% →
Young People (Healthy Weight)	99%	95%	-4% →	99%	97%	-2% →
Adult Sports Activities	98%	99%	+1% ↑	100%	98%	-2% →
Long Term Conditions	100%	90%	-10% ↓			
TOTAL	97%	97%	- →	99%	97%	-2% →

Health outcomes

Long Term Conditions – Exercise Referral

	2014/15	2015/16	14/15 v 15/16 comparison
Total Weight Loss (kg)	230	134	↓
Total Reduction in Waistline Circumference (cm)	170	265	↑
Reason for Referral Improved at 6 months	45%	57%	↑
% achieving 30 minutes of physical exercise 3 or more days a week at 6 months	64%	77%	↑

Older People – Right Start Classes

	New Starters	Annual Survey	14/15 v 15/16 comparison
% Right Start Customers undertaking ZERO 30 minutes of physical exercise at least once per week (greatest health benefits achieved getting the inactive active)	16%	4%	↑
% Right Start Customers confidence levels in undertaking Physical Activity (rating 4 or 5 out of 5)	64%	84%	↑
% Right Start Customers increasing their knowledge of the benefits of physical activity	78%	95%	↑

*** Results within 10% swing downward considered similar performance (and at least 90% where satisfaction concerned) due to number of responses. Results greater than 10% swing downward trend however mitigating factors in all instances.

What did we achieve

Provide targeted activities to promote active lifestyles and reduce health inequalities

- Worked with four disability day care settings providing opportunities for disabled adults to take part in physical activity. The sessions were reported to have helped improve coordination, balance and confidence among participants. Disabled people participate at a much lower rate than those with no limiting disability (70% of people with a limiting disability undertake zero participation in sport and active recreation compared to only 40% of people with no limiting disability).
- Agreement was reached with Huntingdonshire Disability Sports Forum for financial support for school holiday activities for disabled people securing their medium term future.
- Increased number of PEDALS sessions and procured three new adaptive cycles which were available from April 2016. The new bikes expand access for disabled people to an activity they otherwise would not be able to participate in. The new bikes include a single hand cycle which allows individuals to access a bike by themselves when they do not have use of their legs to cycle independently. In 2015/16 127 individuals attended the PEDALS sessions (a 63% increase on the previous year) with 332 attendances (111% up on the previous year) as the brand becomes well known. The bikes were also used by SEND schools and specific disability groups.
- New walking football sessions targeted at adults established at One Leisure Huntingdon with 57 individuals and over 300 attendances. Providing appropriate activity for adults is important to help increase participation in physical activity and sport. The challenge is to replicate this success across the district.
- A new RightStart 1 pilot in partnership with Poppyfields Care Home has enabled residents in St Neots access to an entry level chair based exercise class helping residents and 'walk in' customers to maintain and improve functionality and range of movement in activities of daily living.
- An extension to the FREE Exercise Referral has continued to generate unprecedented demand with 395 people accessing the scheme in 2015/16 (9% up on the previous year and 5% up on the previous best ever of 377 from 2003/04). The scheme receives valuable external support by a financial contribution from Public Health. People with long term health conditions including diabetes, obesity, coronary heart disease, cancer, anxiety and depression and neurological conditions have benefited from accessing this scheme leading to physical and mental well-being health improvements.
- DASH Phase II: increased number of village events attended throughout the year which subsequently led to the highest levels of NEW customers attending the Adult Sports Tasters and Courses programme. Reaching non-users is recognised as one of the most significant challenges for sports and leisure providers; making use of pre-organised activities is recognised by Sport England as a key strategy to make contact with people not currently participating in sport and physical activity. The short courses and taster sessions will hopefully encourage the participants to take part in more regular activities.

Work to improve, enhance and sustain the sporting infrastructure across the district

- Supported One Leisure St Neots with a successful Sport England Lottery Application totalling £270k (70% of the project cost - £390k) for a new 3G surface to replace the aging sand dressed full sized pitch. Improving a pitch that is currently reaching the end of its life expectancy and providing a much higher quality facility to customers.
- The Huntingdonshire Sports and Leisure Facilities Strategy 2016-21 was renewed and adopted by Cabinet in March 2016.
- Introduced new “Playleaders Award” to Primary Schools as part of the Schools Offer for children 9 to 11 years old. 16 students from Asbeach Primary School successfully achieved their first accredited qualification in leading sports and activity. The Playleaders are now able to lead safe and fun activities in the playground during breaks and lunchtimes supporting the other children to be more active.
- 8 volunteers were trained in Somersham to support a linked Health Walks Scheme increasing community resilience and enabling people to actively support their own communities.
- Qualifications achieved by team members include: Level 4 Cardiac Rehabilitation (x1), Level 4 Cancer Rehabilitation (x2), Level 3 Exercise Referral (x1), Level 2 YMCA Fitness Instructor (x2), Level 2 OTAGO (x1), Level 2 RFU Rugby Coach Award (x1), Level 2 Basketball Coach Award (x1), Level 2 Multi-Skills Coach Award (x3), Level 1 Futsal Award (x3). The achievement of qualifications ensures staff are multi-skilled, improves confidence and skill, reduces the need to cancel activities, as well as ensuring a wider programme of activities can be offered across service user groups.
- Supported five One Leisure Facilities staff to achieve Level 2 Multi-Skills Coach Award upskilling staff and increasing confidence in delivering activity to wider user groups.

Raise the profile of sport and physical activity opportunities

- Support of the inaugural Tour of Cambridgeshire Cycle event; this large scale strategic event is a significant part of the District commitment to improving the number of people cycling (along with Cyclone, PEDALS and the HDC Employee Cycle Scheme). Alongside this there were significant economic benefits through tourism and visitors to the district for the event.
- Delivery of Sport Relief Mile event at Hinchingsbrooke Country Park supporting families to participate together in a fun and safe environment and raising funds for good causes.
- 14 free articles were published across various media including local press, and targeted magazines.
- The Health and Wellbeing Board Newsletter carried an article on ‘Freda’s Story’ which was subsequently picked up by the Carer’s Trust Magazine. Freda’s story told the tale of how attending RightStart classes had a positive outcome on her ability to perform activities of daily living and general range of movement, stability and strength.

What we do...

...and the difference it makes

Long Term Health Conditions - Exercise Referral

Individuals with medical conditions and requiring additional support to exercise are referred to Impressions Fitness Suites and looked after by an exercise specialist qualified to REPS Level 3 or 4 from the One Leisure Active Lifestyles team or Impressions Fitness Suites.

"Since my initial referral my health has improved. I go regularly to the gym and have lost 2½ stone. My life has been turned around. Thank you so much. I have a quality of life I thought I would never have."

Older People - Health Walks

Nationally accredited this scheme involves a team of 30 volunteers who lead a programme of walks across the district; the walks range from 30mins to 90mins and are based on the national 'Walking for Health Initiative'.

"New to the area so great to see and walk in different areas. Having been widowed prior to my move I was on anti-depressants. Am now off them - the walking helped. This is a valuable service, thank you for organising the walks."

Older People - Cardiac Rehabilitation Community Classes

Individuals who have had a heart attack or heart surgery are able to access community based exercise classes based on the national 'British Association of Cardiac Prevention & Rehabilitation' (BACPR) programme in a safe and sociable environment with others who have undergone similar experiences.

"Excellent instructors – everyone enjoys and looks forward to the classes which are growing. A good workout for cardio rehab. Classes need to continue."

Older People - Right Start Group Exercise Classes & Cyclone Start Up

Group exercise classes targeting over 50s and those who require additional support to exercise but favour a class setting over the gym environment are being delivered across the district at various venues. Right Start classes are in line with Age UK Falls Prevention Pathway.

"A happy relaxed atmosphere. Kim our instructor is excellent. A good variety of exercises - from basic to challenging. I personally entered with two knee replacements and a shoulder replacement and have over the weeks, months, years improved beyond my expectations."

Older People – Walking Football

New to the programme in 2015/16 is the popular Walking Football that has taken the country by storm. Regular weekly sessions offer a sporting alternative for people wanting to be more physically active without the intensity of the full game.

"Since starting walking football I've lost 6 pounds! I keep coming back because it's so enjoyable!"

Disability & Under-represented Groups including PEDALS

Working with Huntingdonshire Disability Sports Forum to increase and enhance opportunities for disabled people to participate in sport including festivals, sports clubs and competition opportunities. Our specially adapted bikes enable disabled people and their families and carers to enjoy the freedom only a bike can give.

"Really enjoy the sessions. Doing physio without knowing it. Having fun with others."

"The leaders are very friendly, fun, and accommodating to all abilities, they are very relaxed and genuinely caring to our service users which brings the best out of them week after week! Thank you."

"Great for my child to meet other children with the same limits. With adult supervision who are friendly and encouraging and for me as a parent to be able to relax and watch my children achieve. Thank you."

Young People (Healthy Weight) including School Holiday Activities, Street Sports & U-Canoe

For young people (5-19 years) offering free and subsidised sports sessions as a positive diversionary activity and tackling rising childhood obesity rates.

"It's fantastic to see young people taking part in sports and activities which is different to usual sports."

"The confidence the tutors gave us to gain experience/confidence to do the activity/overcome nerves."

"Thank you very much for a well organised and professional activity session. The 4 trainers were fantastic, friendly, capable, fun and great with the children, who seemed to enjoy it immensely. Thank you!"

"Please do them more often as it may get more kids into sport and reduce the national obesity rate."

DASH Phase II (Delivering Activity and Sport in Huntingdonshire)

From village festivals to U-Canoe sessions, sixth form activities to disability day care sessions, adult sports tasters and courses to the Sports Festival in the Park there is something for everyone in DASH.

"Please, please, please continue with the DASH programme. I found places and people I never knew existed and internet is often not very helpful. Please keep going. I would never have tried fencing if it wasn't for this taster."

"On behalf of Festival Events St Ives I would like to thank HDC for the DASH team who came along to The Picnic in the Park on Sunday. They did a fantastic job and lots of children and adults enjoyed the opportunity to sample some fun sport and play games. We got lots of very positive feedback from takers on the day. A very successful day all round."

What we do...

...enabling and strategic role

Raising the profile of sport and physical activity

Events & Promotion

The team attend a wide range of partner events promoting active lifestyles and how people can become more active.

Partnership work

The team work with a wide range of statutory and voluntary sector partners to increase participation in active lifestyles.

Communication & Marketing Strategy

The team implement a communications and marketing strategy to raise the profile of the numerous sports and active lifestyle opportunities across the district.

Better use of web and internet services

The team is always seeking to make better use of technology such as social media to improve the effectiveness and efficiency of the services.

Improve, enhance & sustain the sporting infrastructure (facilities, clubs, finance and people)

Workforce Education & Development

Fundamental to improving sporting and active lifestyle opportunities is improving the number and quality of coaches, instructors, volunteers and administrative personnel in the profession.

Sports Facility Strategy

The Huntingdonshire Sports & Leisure Facilities Strategy was reviewed with an updated strategy for 2016-21 adopted by Huntingdonshire District Council in March 2016. The strategy helps to inform and identify sporting priorities across the district.

Facility Development

The team supports Huntingdonshire District Council's One Leisure Facilities Team and other voluntary sports clubs and facility operators. The support can include funding advice for operators seeking to develop their own facilities.

Club Development & Support

The team provides information, advice and guidance to clubs on a range of matters including developing junior sections, gaining funding for equipment and issues around safeguarding or becoming a constituted organisation. There are over 250 sports clubs in the district providing sports opportunities to all ages and abilities across the district.

Planning Related Developments

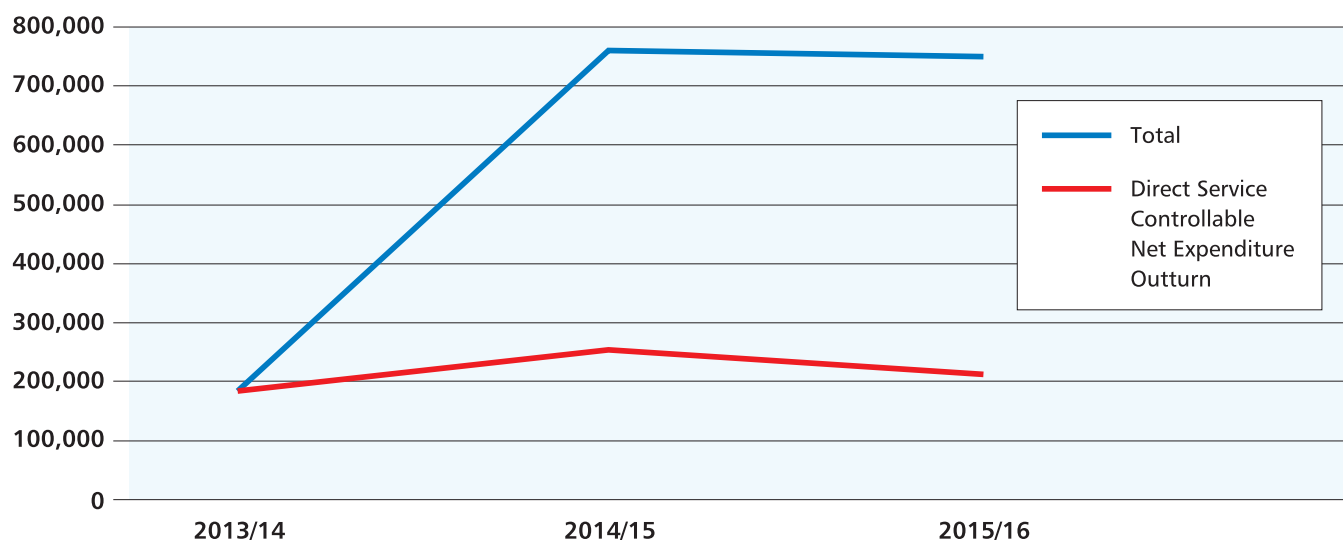
The team seeks to ensure sport and active lifestyles are represented when new developments are planned and social infrastructure requirements need to be met.

Putting a value...

...on partnerships and grants

The team work with a vast range of partners from the statutory, commercial and third sectors to deliver and facilitate sport and physical activity opportunities. This work brings direct benefits in the form of cash and in-kind support to the services the Active Lifestyles Team delivers. The team also helps a variety of organisations with grant applications to bring further inward investment into the district. Volunteers are also a key part of the service activities, without their support we could not deliver the same levels as the current offer.

	2013/14	2014/15	2015/16
Partnerships (Value of Cash & In Kind Support)	£52,241	£59,548	£63,971
Grants & Club Development	£111,827	£677,528	£670,018
Volunteers	£18,000	£18,000	£18,000
TOTAL	£182,068	£755,076	£751,989
Cost of Delivering the Service (Net)	£181,925	£258,788	£216,040
Return On Investment	£1.00	£2.92	£3.48



Best Ever Results in 2015/16

	2011/12	2012/13	2013/14	2014/15	2015/16
Group Exercise Classes	5,986	6,635	8,578	9,782	10,887
Exercise Referral	13,354	13,239	13,272	18,763	19,617
Adult Sports Activities	527	456	148	803	1,642
Active Lifestyles Total Attendances	41,585	38,881	37,461	46,110	48,292

Financial Highlights

- Outturn reduced by 17% on the previous year at £216k (net controllable expenditure)
- Total Course Fee Income increased by 18% on the previous year to £45k
- Total Commissioned Activities increased by 69% on the previous year to £6.7k (excluding short term secondment arrangement)
- Subsidy per visit at lowest recorded level of £4.47
- Introduction of Voluntary Donations Scheme generated £1.5k supporting Huntingdonshire Health Walks Scheme
- Secured £46k contribution from Cambridgeshire County Council Public Health for another 12 months supporting Exercise Referral and Health Walks

Summary Financials

	2012/13	2013/14	2014/15	2015/16	2016/17
Direct Service Controllable Income	(£141,000)	(£131,000)	(£108,000)	(£155,000)	(£130,000)
Direct Service Controllable Expenditure	£350,000	£312,000	£367,000	£371,000	£353,000
Direct Service Controllable Net Expenditure	£209,000	£181,000	£259,000	£216,000	£223,000
Capital Charges	£2,000	£2,000	£2,000	£5,000	£5,000
Non Controllable Expenditure	£119,000	£113,000	£113,000	£74,000	£74,000
Total Net	£330,000	£296,000	£374,000	£295,000	£302,000

Performance Indicators

	2012/13	2013/14	2014/15	2015/16	2016/17
Staff cost as % of expenditure	62.6%	63.0%	65.6%	71.6%	
Income as % of controllable expenditure	40.3%	42.0%	29.4%	41.8%	
Subsidy per visit	£5.38	£4.83	£5.62	£4.47	
Individual participants	5,953	5,183	5,467	5,496	
Admissions	38,881	37,461	46,110	48,292	

Expenditure History

	2012/13	2013/14	2014/15	2015/16	2016/17
Employees	£295,000	£269,000	£316,000	£322,000	£314,000
Premises	£12,000	£11,000	£12,000	£13,000	£13,000
Supplies and services	£24,000	£20,000	£30,000	£27,000	£19,000
Transport	£19,000	£12,000	£9,000	£8,000	£7,000
Irrecoverable VAT	-	-	-	£1,000	£0
Non Controllable (inc Capital)	£121,000	£115,000	£115,000	£79,000	£79,000
Total Gross Expenditure	£471,000	£427,000	£482,000	£450,000	£432,000

Data Source - Business Objects reports run on codes LB01 to LB50 for the different years.

Meet the team

Jo Peadon Sport & Active Lifestyles Manager
Martin Grey Senior Sports Development Officer
Jenna Payne Team Support Officer (part-time)

SPORT, DASH, SPORTS PROJECTS, EQUITY & DISABILITY SPORT TEAM:

Paul Ashbridge Sports Development Officer (Sport)
Doug Finlayson Sports Activator (temporary until 30th November 2016)
Cara Howell DASH Delivery Officer (part-time) (temporary until 30th November 2016)

The team are supported by a small number of Outreach Workers (variable hours) and volunteers.

EXERCISE REFERRAL & CARDIAC REHABILITATION TEAM

Dan Gammons Sports Development Officer (Health Inequalities)
Kim Bebbington Physical Activity Officer
Ron Osborne Physical Activity Officer (part-time/temporary)
Vacant Physical Activity Officer (temporary)

The team are supported by a small number of Impressions Fitness Consultants, and Gym Buddy volunteers.

HEALTH WALKS & RIGHT START TEAM

Danielle Sancaster Sport Development Officer (Health)

Danielle is supported by a small number of Outreach Coaches (variable hours) and 30 Health Walk volunteers.



www.huntingdonshire.gov.uk/activelifestyles

activelifestyles@huntingdonshire.gov.uk

 [facebook.com/DASHsport](https://www.facebook.com/DASHsport)

 twitter.com/DASHsport

Public
Key Decision - Yes

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Needs Analysis of Green Space & Play Provision – Development Priorities

Meeting/Date: Overview & Scrutiny (Communities and Environment) – 6 September 2016
Cabinet – 22 September 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. The report contains a consolidation of the needs analysis work of green space and play provision that has been overseen by Overview and Scrutiny and provides a schedule of prioritised development projects to constitute the future strategic direction for the development of all green space in Huntingdonshire.
2. The strategic review of Operations in early 2015 confirmed that although the Council had adopted an Open Spaces Strategy in 2011 it did not include prioritised development projects for green space and play provision taking into account current provision against the Council's adopted benchmarks for providing open space and play facilities.
3. The needs analysis work to address this deficiency has confirmed that there is a good base of green space and play provision against the policy benchmarks across the District but that there is a schedule of development priorities detailed in Appendix 1 required as the enhancements necessary to move towards a full compliance with these policy benchmarks.
4. Consultation has been conducted with Town and Parish Councils during the needs analysis project to agree future development projects for green space and play provision across Huntingdonshire.
5. It is recommended that following approval of the development priorities to then apply the unspent Section 106 contributions to deliver these development priorities.

6. The recommended development projects for green space and play provision when adopted will then be reviewed annually in December each year by the Environmental Services Development Team to confirm progress made, any resourcing implications and any emerging new needs for provision potentially arising from continued housing development in the District. The outcome of this annual review will then be reported to Overview and Scrutiny and the Cabinet in February of each year.

Recommendation(s):

1. The Overview and Scrutiny Panel are requested to review the proposed schedule of development projects for green spaces previously endorsed by the Panel before submission to the Cabinet as future strategic direction for the development of green space in in Huntingdonshire. Once approved by the Cabinet the established priorities will guide green space developed as part of future developments approved by the Development Management Committee.
2. The Cabinet is recommended to endorse the schedule of development projects for green spaces contained in Appendix 1 as the future strategic direction for the development of green spaces and as the guide for future planning decisions regarding green spaces provision.

1. PURPOSE OF THE REPORT

- 1.1 The report contains a consolidation of the needs analysis work of green space and play provision overseen by Overview and Scrutiny and provides a schedule of prioritised development projects to constitute the future strategic direction for the development of all green space in Huntingdonshire.

2. BACKGROUND

- 2.1 The strategic review of Operations in early 2015 confirmed that although the Council had adopted an Open Spaces Strategy in 2011 it did not include prioritised development projects for green space and play provision taking into account current provision against the Council's adopted benchmarks for providing open space. The Council's adopted benchmarks for green space are as follows:

Table 1: Adopted Council Benchmarks for Green Space & Play Provision

Category of Green Space	Policy Benchmark
Parks and Gardens	0.48 hectares per 1,000 head of population
Natural and Semi-natural Open Space	0.23 hectares per 1,000 head of population
Allotments and Community Gardens	0.32 hectares per 1,000 head of population
Amenity Green Spaces	1.09 hectares per 1,000 head of population
Play Provision	0.25 hectares per 1,000 head of population

- 2.2 The consequence of this have been as follows:

- a) The Council has been considering planning applications for housing developments in the District that have included green space provision outside of a robust strategic framework. Therefore not all of this green spaces development has material improved provision against areas of deficiency.
- b) The adoption of green space outside of such a robust strategic framework has not ensured that the long term financial commitments for this Council and also for Town and Parish Councils is aligned to clearly established priorities and Medium Term Financial Strategies of each organisation.
- c) It has left substantial Section106 contributions unspent.

3. NEEDS ANALYSIS WORK COMPLETED

- 3.1 To address this lack of clear development proposals for green space and play provision against the adopted policy benchmarks for provision the Environmental Services Development Team in the Operations Division has over the last eighteen months carried a needs analysis of current provision of green space and play provision across the District against the policy benchmarks. This has included consultation with the Town and Parish Councils to agree the development priorities. The intention being to develop a schedule of development projects to meet clearly established deficiencies in current provision and not to create a revised Open Spaces Strategy that is light on such detail.

- 3.2 The Development Team have also robustly reviewed the £603,000 in uncommitted Section 106 contributions for green space and play provision against the emerging development proposals. The purpose being to identify the projects that can be immediately progressed.
- 3.3 The outcome of the needs analysis work is contained in Appendix 1. This confirms that there is a good base of provision against the policy benchmarks and detailed in Table 2 below is a synopsis of the development priorities confirmed from the needs analysis work as the enhancements required to move towards a full compliance with these policy benchmarks.

Table 2: Synopsis of Green Space & Play Development Priorities

Town or Parish Council Location	Development Need
Huntingdon	<ul style="list-style-type: none"> • Short Term: funding in place to upgrade three play areas from Local Equipped Play Areas (LEAP) to Neighbourhood Equipped Play Areas (NEAP) and to create a new MUGA. • Long Term: funding required to enhance allotments and community gardens in the West Ward.
Ramsey	<ul style="list-style-type: none"> • Medium Term: development of two new play areas through planned housing developments and upgrade of two LEAP's to NEAP's. • Long Term: funding required for creating natural and semi-natural areas and parks and gardens.
St Ives	<ul style="list-style-type: none"> • Short Term: funding in place to upgrade two LEAP's to NEAP's. • Medium Term: funding to be realised to re-designate amenity green space as natural and semi-natural green space in the East and West Wards. • Long Term: funding required to create community gardens in the East and South Wards.
Earith	<ul style="list-style-type: none"> • Medium Term: funding to be realised to improve green space potentially involving the ECA field subject to resolving access issues.
Godmanchester	<ul style="list-style-type: none"> • Medium Term: funding to be realised to enhance natural and semi-natural areas. • Long Term: further investigation required with the Town Council regarding options to enhance parks and gardens provision. • Long Term: funding to be realised from any housing development of more than 10 houses to enable the upgrade of the LEAP to a NEAP in the north-west of the town.
Sawtry	<ul style="list-style-type: none"> • Medium Term: funding to be realised to upgrade the LEAP at St Judith Field to a NEAP.
Stilton	<ul style="list-style-type: none"> • Medium Term: funding to be realised from any housing development of more than 10 houses for allotments or community gardens. • Medium Term: funding to be realised from any housing development of more than 10 houses to acquire land and then to develop a play area.
Yaxley	<ul style="list-style-type: none"> • Medium Term: funding to be realised from any housing development of more than 10 houses for allotments or community gardens.

Town or Parish Council Location	Development Need
St Neots	<ul style="list-style-type: none"> • Medium Term: funding to be realised to convert existing amenity green space into allotments or community gardens. • Medium Term: funding to be realised to create a play area on the amenity green space between the A1 and the west of Eaton Ford.

4. COMMENTS OF OVERVIEW & SCRUTINY

4.1 The comments of the relevant Overview and Scrutiny Panel will be included in this section prior to its consideration by the Cabinet.

5. KEY IMPACTS & RISKS

5.1 There has been a lack of robust strategic framework for the development of green space and play provision in Huntingdonshire with clearly set future development priorities tied to available Section 106 contributions and the Council's Medium Term Financial Strategy. The adoption of the recommended prioritised development projects in Appendix 1 will provide this strategic framework for both the Development Division and Operations Division going forward.

6. WHAT ACTIONS WILL BE TAKEN/TIMETABLE FOR IMPLEMENTATION

6.1 The needs analysis project has managed within a robust project plan and each phase of work completed has been submitted to Overview and Scrutiny for consideration of the findings.

6.2 The recommended development projects for green space and play provision when adopted will then be reviewed annually in December each year by the Environmental Services Development Team to confirm progress made, any resourcing implications and any emerging new needs for provision potentially arising from continued housing development in the District. The outcome of this annual review will then reported to Overview and Scrutiny and the Cabinet in February of each year.

7. LINKS TO STRATEGIC PRIORITIES

7.1 The recommended development priorities for green space and play provision when approved will contribute to the Corporate Plan as follows:

- a) Enhancing fundamentally the built and green environment of the District.
- b) The Development and Operations Divisions becoming much more business-like and efficient in the way they progress the development of future green spaces and play provision.

8. CONSULTATION

8.1 Consultation has been conducted with Town and Parish Councils during the needs analysis project to agree future development projects for green space and play provision across Huntingdonshire.

9. LEGAL IMPLICATIONS

- 9.1 The proposed allocation of Section 106 contributions is consistent with the detail of the Section 106 Agreements.

10. RESOURCE IMPLICATIONS

- 10.1 The needs analysis project has been delivered within existing resources and the resource implications for the delivery of the recommended development projects is detailed in schedule of development priorities contained in Appendix 1. Significant progress can be made through the allocation of existing Section 106 contributions of £603,000.

11. REASONS FOR THE RECOMMENDED DECISIONS

- 11.1 The schedule of development priorities for green space and play provision in Appendix 1 is recommended to provide a robust strategic framework for future developments that meet evidenced need against the Council's policy benchmarks for such provision.

12. LIST OF APPENDICES INCLUDED

Appendix 1: Schedule of Prioritised Development Projects for Green Space & Play Provision

CONTACT OFFICER

Alistair Merrick – Interim Head of Service
Tel No: 01480 388843
Email: Alistair.merrick@huntingdonshire.gov.uk

Appendix 1: Schedule of Prioritised Development Projects for Green Space & Play Provision

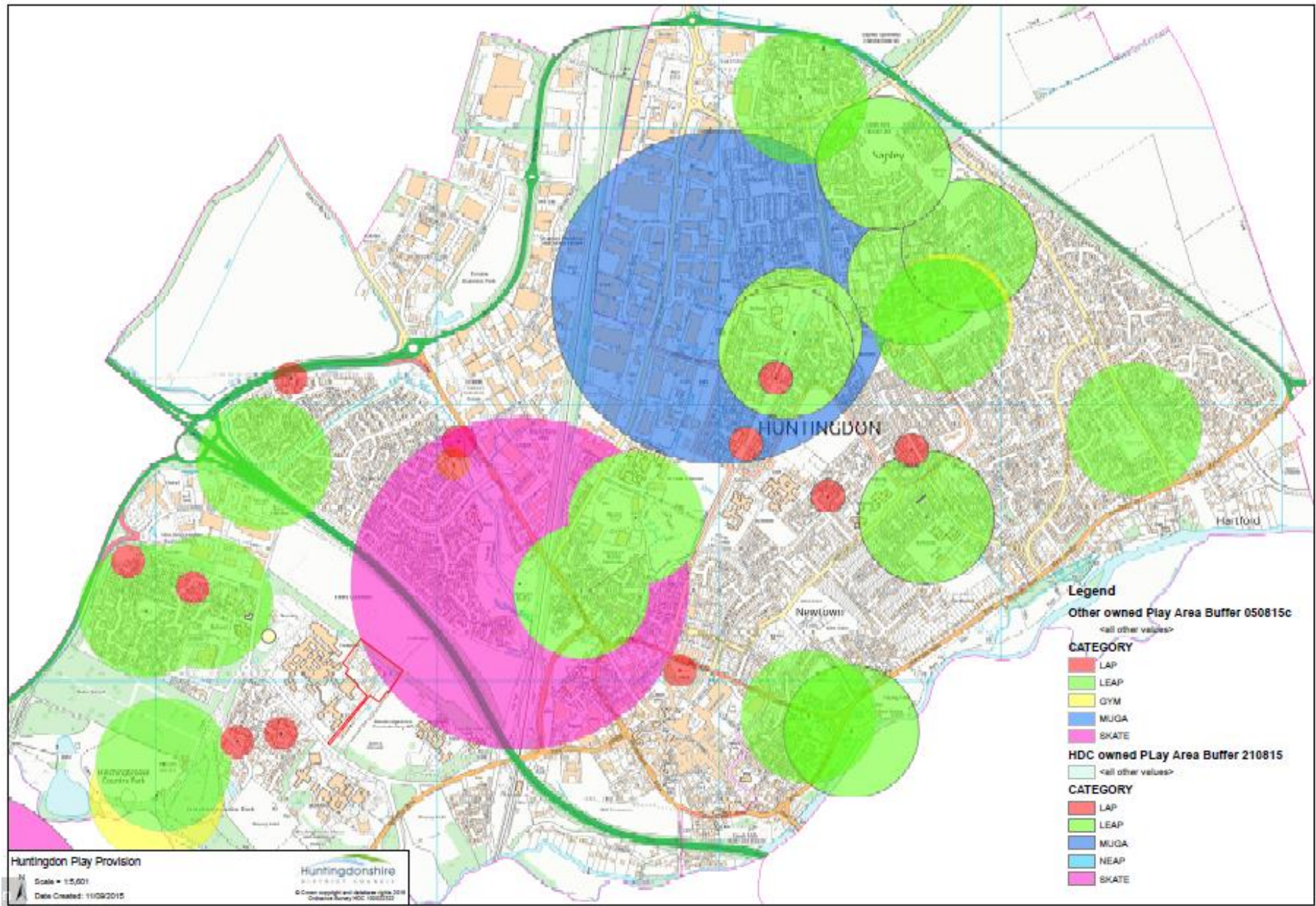
Appendix 1 (a): Huntingdon – Current Provision against Policy Benchmarks

Location	Assessment	Needs Analysis Findings	Recommended Action	Resourcing, Deliverability & Priority Rating (Short, Medium & Long Term)
Huntingdon (See Appendix 1a)	Green Space	Parks and Gardens: Provision is deficient in the West Ward. West Ward does have a high industrial area where the main area of deficiency is showing. The East and North Wards are within the policy requirement.	No Action Recommended: Development through capital resources of some of the Natural and Semi Natural areas as Parks and Gardens in the south of the West Ward is a consideration. However, because the A14 divides the ward and this would only benefit a small residential area as there is limited access across the A14 there would be a low return on investment, therefore no action is recommended.	N/A
		Natural & Semi Natural: The North Ward is deficient The East and West Wards are both over provided for making the total for Huntingdon 126 hectares over the policy requirement.	No Action: In the North Ward there are no potential sites that could be converted to Natural and Semi Natural Green Space, therefore no action is recommended no because of the over provision within the town as a whole.	N/A
		Allotments and Community Gardens: The North and West Wards are lacking allotments and community gardens. However the allotment in the West Ward is closer to more houses in the North Ward than many of those in the West Ward. There is an overall deficiency in Huntingdon as a whole of three hectares.	Action: In the West Ward the area south of the A14 – Mill Common; currently Natural and Semi Natural Green Space, part of this site could be considered as a community garden. In the North Ward part of the Sapley Playing Fields could also be considered as a community garden or allotments, this would also benefit many of the residents from the West Ward.	Long Term – funding would need to be realised to deliver the proposed action.

Location	Assessment	Needs Analysis Findings	Recommended Action	Resourcing, Deliverability & Priority Rating (Short, Medium & Long Term)
Huntingdon (See Appendix 1a)	Play	Huntingdon is made up of 3 wards and when analysed it became clear that there was a need for a limited increase in play provision throughout the wards.	<p>Action: After consultation with Huntingdon Town Council, 4 existing play facilities have been identified as potential locations that could be increased in size and play provision to ensure adequate play coverage is reached against policy benchmarks. These areas are:</p> <ul style="list-style-type: none"> • The Pits, Sapley Road Play Area LEAP (Town Council owned): to increase the existing play area to a NEAP by installing a ball game element along with other facilities. • Sallowbush Road, adjacent to MUGA (HDC owned): to increase existing site to include a play area and re-designating the site as a NEAP. • Devoke Close, Stukeley Meadows LAP (Town Council owned): increase the existing play area by installing a low key ball element with other facilities to make it a NEAP. • Elsie's Way, field adjacent to Huntingdon Gym (Town Council owned): to install ball game element and other facilities to increase to a NEAP. 	Short Term – funding in place to deliver the projects

Appendix 1 (a): Huntingdon – Current Provision against Policy Benchmarks

		East		North		West		Total	
Population	Population figures taken from Lower Super Output Areas - National Office of Statistics	9,734		6,789		7,765		24,288	
Green Space Provision (ha)	Green Space Definitions from PPG17	Policy	Actual (ha)*	Policy	Actual (ha)*	Policy	Actual (ha)*	Policy	Actual (ha)*
Parks & Gardens	Accessible, high quality opportunities for informal recreation and community events	4.67	8.19	3.26	4.88	3.73	1.30	11.66	14.37
Green Corridors	Walking, cycling or horse riding, whether for leisure purposes or travel and opportunities for wildlife migration	0.00	3.69	0.00	0.00	0.00	2.80	0.00	6.49
Natural & Semi Natural	Wildlife conservation, biodiversity and environmental education and awareness	2.24	14.74	1.56	0.00	1.79	108.00	5.59	122.74
Allotments & Community Gardens	Opportunities for those people who wish to do so to grow their own produce as part of the long term promotion of sustainability, health and social inclusion	3.11	3.29	2.17	0.00	2.48	1.55	7.77	4.84
Amenity Green Space	Opportunities for informal activities close to home or work or enhancement of the appearance of residential or other areas	10.61	25.95	7.40	32.37	8.46	18.28	26.47	76.60
Total Green Space		20.64	55.86	14.39	37.25	16.46	131.93	51.49	225.04
Play Provision (ha)	Definition								
LAP (0.01ha)	Small play space aimed at up to 6yrs children, not equipped	n/a	0.05	n/a	0.04	n/a	0.08	n/a	0.17
LEAP(0.04ha)	Equipped play area, 5 types of equipment, 4-8yr olds	n/a	0.24	n/a	0.20	n/a	0.24	n/a	0.68
NEAP(0.1ha)	Equipped play area, 8 types of equipment to include ball games, aimed at older children	n/a	0.00	n/a	0.10	n/a	0.00	n/a	0.10
Total		2.43	0.29	1.70	0.34	1.94	0.32	6.07	0.95



Appendix 1b: Ramsey – Current Provision against Policy Benchmarks

Location	Assessment	Needs Analysis Findings	Recommended Action	Resourcing, Deliverability & Priority Rating (Short, Medium & Long Term)
Ramsey (See Appendix 1b)	Green Space	Overall there is sufficient green space provision in Ramsey although it is not very well distributed, with just two main areas of amenity green space and very little in the north of the town.	Action: There are currently no natural or semi-natural areas but, as there is an overprovision of amenity green space some of these areas could be allowed to grow wild to allow for biodiversity and environmental education.	Long Term - funding would need to be realised to deliver the proposed action
		The allotment plots are plentiful but their location is not within easy reach of the majority of residents.	Action: The parks and garden element is also deficient, again part of the amenity green space could be set aside to allow for this.	Long Term - funding would need to be realised to deliver the proposed action
	Play	Ramsey currently has five play areas, four are the responsibility of the Town Council and the fifth is owned and maintained by the District Council. The benchmark analysis and catchment plan in Appendix 1(b) clearly evidences there is a deficiency in play provision in Ramsey. However the main area where there is no play is the town centre which does not have any space that could be set aside for play	Action: There are outline planning applications for two developments in Ramsey. If both of these are successful and the developers provide open space as required, the Ramsey Millions Partnership would have funding in place to provide a skate park in the north of Ramsey which would alleviate the deficiency.	Medium Term – Funding to be realised through planning agreements
	Action: If this land is not forthcoming then the funding could made available to upgrade the two LEAP's in King George V Playing Field and Mill Lane into NEAP's which would also provide sufficient play for Ramsey		Medium Term - Funding to be realised through planning agreements	

Appendix 1b: Ramsey – Current Provision against Policy Benchmarks

		Ramsey	
Population	Population figures taken from Lower Super Output Areas - National Office of Statistics	5,848	
Green Space Provision (ha)	Green Space Definitions from PPG17	Policy	Actual (ha)*
Parks & Gardens	Accessible, high quality opportunities for informal recreation and community events	2.81	0.02
Green Corridors	Walking, cycling or horse riding, whether for leisure purposes or travel and opportunities for wildlife migration	0.00	0.00
Natural & Semi Natural	Wildlife conservation, biodiversity and environmental education and awareness	1.35	0.00
Allotments & Community Gardens	Opportunities for those people who wish to do so to grow their own produce as part of the long term promotion of sustainability, health and social inclusion	1.87	2.91
Amenity Green Space	Opportunities for informal activities close to home or work or enhancement of the appearance of residential or other areas	6.37	14.89
Total Green Space		12.40	17.82
Play Provision (ha)	Definition		
LAP (0.01ha)	Small play space aimed at up to 6yrs children, not equipped	n/a	0.02
LEAP(0.04ha)	Equipped play area, 5 types of equipment, 4-8yr olds	n/a	0.12
NEAP(0.1ha)	Equipped play area, 8 types of equipment to include ball games, aimed at older children	n/a	0.00
Total		1.46	0.14



Current Play Provision in Ramsey

Scale = 1:7,500
Date Created: 21/04/2015

Appendix 1c: St Ives – Current Provision against Policy Benchmarks

Location	Assessment	Needs Analysis Findings	Recommended Action	Resourcing, Deliverability & Priority Rating (Short, Medium & Long Term)
St Ives (See Appendix 1c)	Green Space	<p>Natural and Semi Natural Green Space (N&SN) - Although at a local level the East and West Wards are deficient in Natural & Semi-Natural green space as a whole St Ives is over provided by 1.5ha.</p>	<p>Action: In both East and West Wards, reallocate approximately 1ha of amenity green space to Natural & Semi-Natural green space with a consequent reduction in maintenance regimes.</p>	<p>Medium Term - Funding to be realised through planning agreements</p>
		<p>Allotments and Community Gardens (A&CG) - Provision for Allotments & Community Gardens is deficient in East and South Wards although when St Ives is assessed as a whole provision matches policy requirement.</p>	<p>Action: Allotments would not always be appropriate in dense urban areas and instead community gardens would be more successful. One location in the East Ward or South Ward should be identified as a site for a small community garden (approximately 100m2 per site).</p>	<p>Long Term - funding would need to be realised to deliver the proposed action</p>
	Play	<p>A serious under provision for play is noted across the whole of St Ives.</p> <p>By increasing the designation of the play areas at Stirling Road and Warners Park (Town Council owned) to NEAP status through investment, adequate play coverage could be reached.</p>	<p>Action: Identify funding to invest in Stirling Road and Warners Park play areas to re-designate them as NEAPs.</p>	<p>Short Term - funding in place to deliver the projects</p>

Appendix 1c: St Ives – Current Provision against Policy Benchmarks

		East		South		West		Total	
Population	Population figures taken from Lower Super Output Areas - National Office of Statistics	6,966		6,795		3,025		16,786	
Green Space Provision (ha)	Green Space Definitions from PPG17	Policy	Actual (ha)*	Policy	Actual (ha)*	Policy	Actual (ha)*	Policy	Actual (ha)*
Parks & Gardens	Accessible, high quality opportunities for informal recreation and community events	3.34	5.14	3.26	2.04	1.45	6.57	8.06	13.74
Green Corridors	Walking, cycling or horse riding, whether for leisure purposes or travel and opportunities for wildlife migration	0.00	2.76	0.00	1.12	0.00	0.18	0.00	4.06
Natural & Semi Natural	Wildlife conservation, biodiversity and environmental education and awareness	1.60	0.42	1.56	4.96	0.70	0.00	3.86	5.38
Allotments & Community Garden	Opportunities for those people who wish to do so to grow their own produce as part of the long term promotion of sustainability, health and social inclusion	2.23	0.00	2.17	0.00	0.97	5.34	5.37	5.34
Amenity Green Space	Opportunities for informal activities close to home or work or enhancement of the appearance of residential or other areas	7.59	14.49	7.41	11.09	3.30	6.92	18.30	32.50
Total Green Space		14.77	22.81	14.41	19.20	6.41	19.01	35.59	61.03
Play Provision (ha)	Definition								
LAP (0.01ha)	Small play space aimed at up to 6yrs children, not equipped	n/a	0.00	n/a	0.01	n/a	0.01	n/a	0.02
LEAP(0.04ha)	Equipped play area, 5 types of equipment, 4-8yr olds	n/a	0.08	n/a	0.12	n/a	0.04	n/a	0.24
NEAP(0.1ha)	Equipped play area, 8 types of equipment to include ball games, aimed at older children	n/a	0.00	n/a	0.00	n/a	0.10	n/a	0.10
Total		1.74	0.08	1.70	0.13	0.76	0.15	4.20	0.36

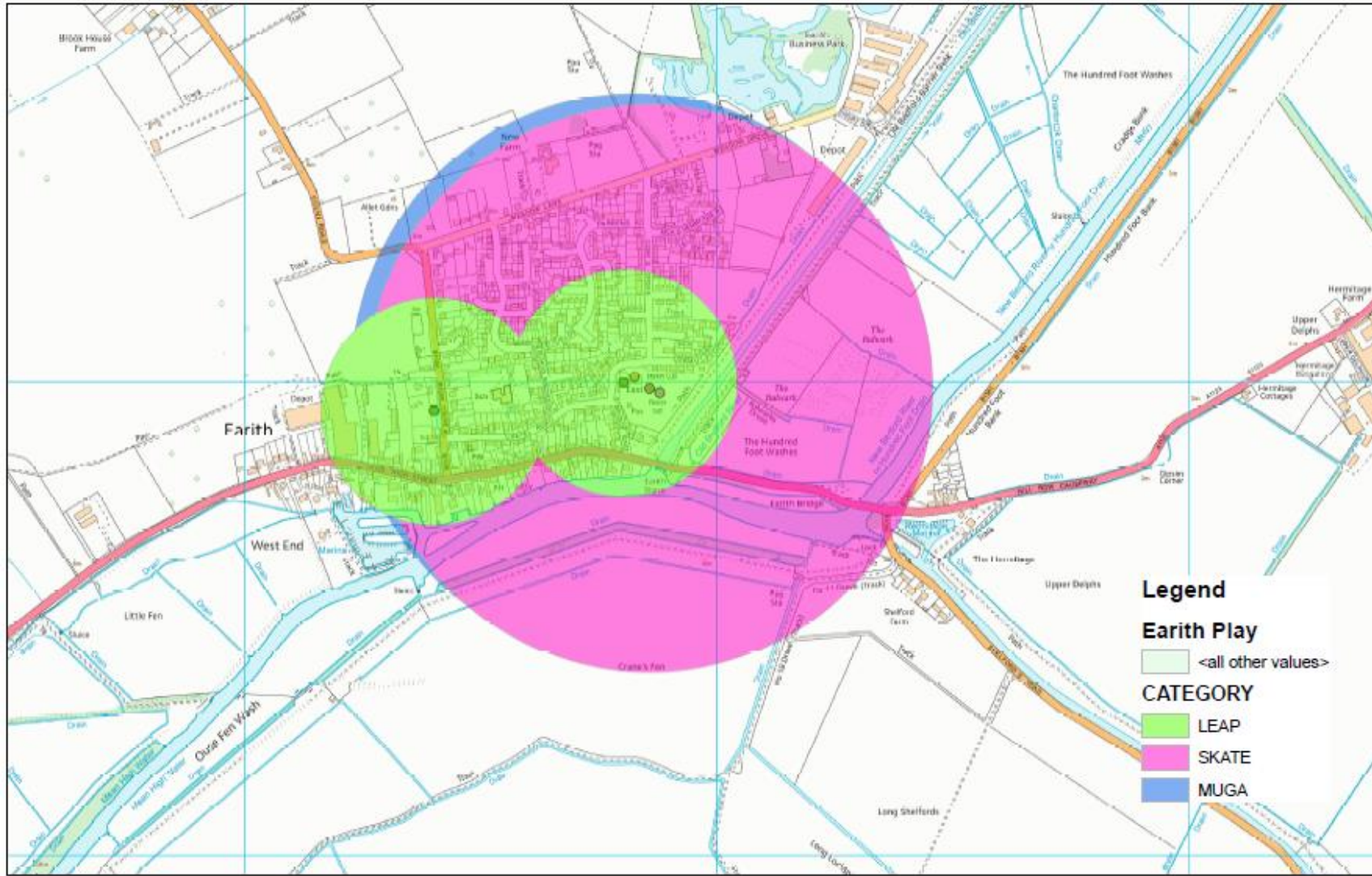


Appendix 1d: Earith – Current Provision against Policy Benchmarks

Location	Assessment	Needs Analysis Findings	Recommended Action	Resourcing, Deliverability & Priority Rating (Short, Medium & Long Term)
Earith (See Appendix 1d)	Green Space	Provision is well spread out and accessible to residents, although some categories of green space remain below the policy benchmark level. The Bulwark and the River Island although separated from the village by water, do form part of a varied portfolio of Green Space opportunities in the village.	Action: If the access to the ECA field could be resolved and the field brought back into public use the provision of Green Space in Earith would be markedly improved Future funding secured to improve Green Space in Earith should be used to help the Parish Council to find a solution to bring the ECA field back into action.	Medium Term - Funding to be realised through planning agreements
	Play	Earith has two play areas, a skate park and a multi-use games area. Although statistically this appears to be deficient, coverage is adequate for a village of this size.	No Action Recommended	N/A

Appendix 1d: Earith – Current Provision against Policy Benchmarks

Population	Population figures taken from Lower Super Output Areas - National Office of Statistics	1,563	
Green Space Provision (ha)	Green Space Definitions from PPG17	Policy	Actual (ha)*
Parks & Gardens	Accessible, high quality opportunities for informal recreation and community events	0.75	0.00
Green Corridors	Walking, cycling or horse riding, whether for leisure purposes or travel and opportunities for wildlife migration	0.00	0.03
Natural & Semi Natural	Wildlife conservation, biodiversity and environmental education and awareness	0.36	3.00
Allotments & Community Gardens	Opportunities for those people who wish to do so to grow their own produce as part of the long term promotion of sustainability, health and social inclusion	0.50	0.15
Amenity Green Space	Opportunities for informal activities close to home or work or enhancement of the appearance of residential or other areas	1.70	3.00
Total Green Space		3.31	6.18
Play Provision (ha)	Definition		
LAP (0.01ha)	Small play space aimed at up to 6yrs children, not equipped	n/a	0.00
LEAP(0.04ha)	Equipped play area, 5 types of equipment, 4-8yr olds	n/a	0.08
NEAP(0.1ha)	Equipped play area, 8 types of equipment to include ball games, aimed at older children	n/a	0.00
Total		0.39	0.08



Earith Play Areas

Scale = 1:7,134
Date Created: 02/12/2015



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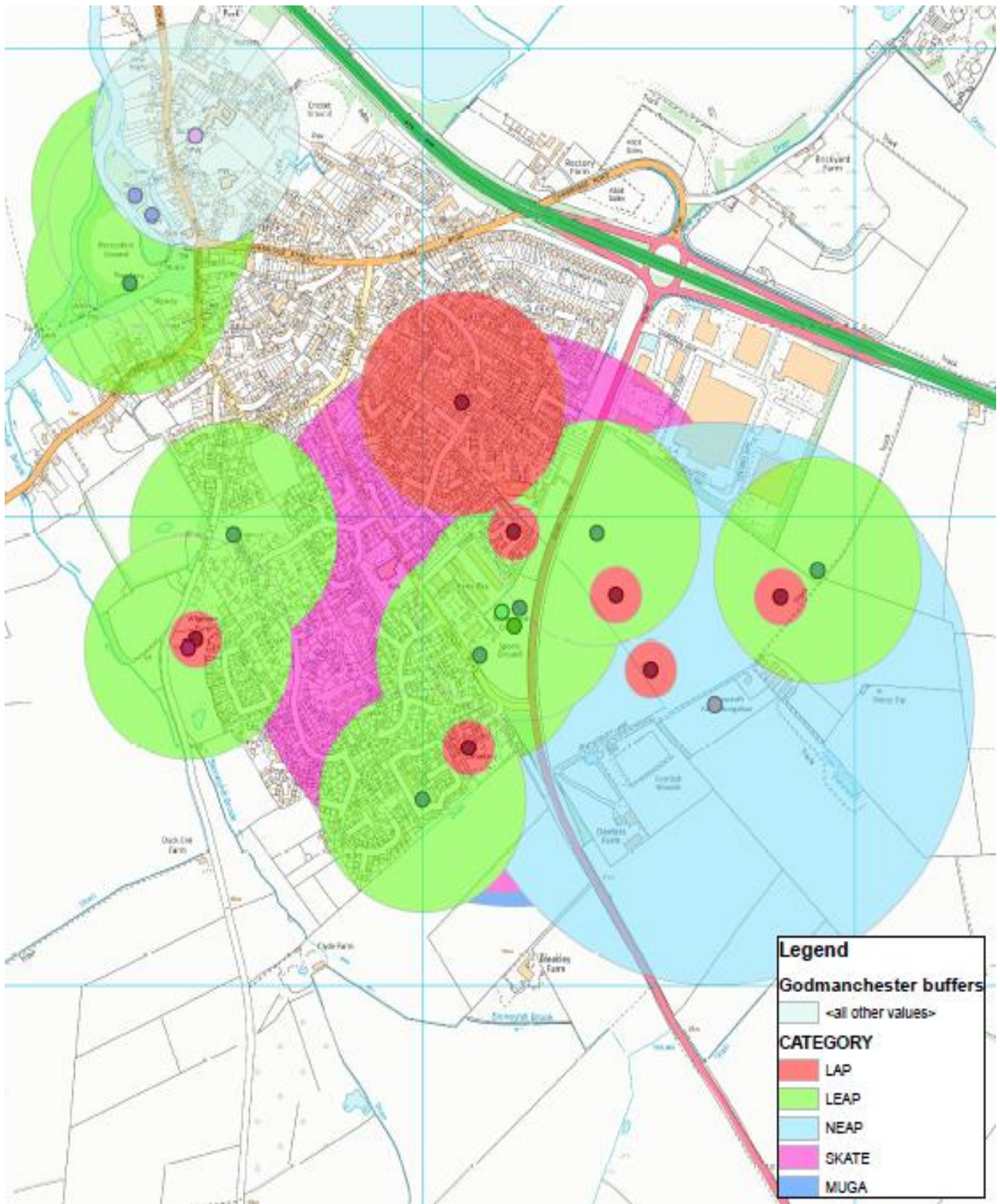
Appendix 1e: Godmanchester – Current Provision against Policy Benchmarks

Location	Assessment	Needs Analysis Findings	Recommended Action	Resourcing, Deliverability & Priority Rating (Short, Medium & Long Term)
<p>Godmanchester (See Appendix 1e)</p>	<p>Green Space</p>	<p>Overall there is sufficient green space provision in Godmanchester and it is quite well distributed throughout the town. The new development proposed at Bearscroft Farm to the east of the town will provide some additional green space, although sites have not been confirmed.</p> <p>Natural & Semi-Natural green space – there is a deficiency against the policy benchmark for provision and there is a need to increase existing natural/wildlife areas.</p>	<p>Action: The needs analysis evidences a deficiency in natural and semi-natural areas, however there are a number of amenity green space sites for example Wigmore Farm where the wildflower areas could be extended to provide the biodiversity element needed.</p>	<p>Medium Term - Funding to be realised through planning agreements</p>
		<p>Parks and Gardens - There is also a deficiency against the policy benchmark for provision but there are no more sites that lend themselves for this purpose.</p>	<p>Action: Further investigation with Town Council required.</p>	<p>Long Term - funding would need to be realised to deliver the proposed action</p>

Location	Assessment	Needs Analysis Findings	Recommended Action	Resourcing, Deliverability & Priority Rating (Short, Medium & Long Term)
Godmanchester (See Appendix 1e)	Play	Statistically the play provision is showing as deficient against the policy benchmark for provision in the town but with the addition of the play areas proposed as part of the Bearscroft Farm Development, Godmanchester has sufficient play provision. The north of the town that would benefit from an additional play area but there is not a site that could accommodate this.	Action: There is an opportunity to upgrade a LEAP play area to a NEAP play area in the north-west of the town; this would enhance the current footprint of provision. The funding to increase the size and play designation of a LEAP to a NEAP could be funded through securing a Section 106 funding from local developments when it is realised.	Long Term - funding would need to be realised to deliver the proposed action

Appendix 1e: Godmanchester – Current Provision against Policy Benchmarks

Population	Population figures taken from Lower Super Output Areas – National Office of Statistics	6,816	
Green Space Provision (ha)	Green Space Definitions from PPG17	Policy	Actual (ha)*
Parks & Gardens	Accessible, high quality opportunities for informal recreation and community events	3.27	0.09
Green Corridors	Walking, cycling or horse riding, whether for leisure purposes or travel and opportunities for wildlife migration	0.00	0.41
Natural & Semi Natural	Wildlife conservation, biodiversity and environmental education and awareness	1.57	0.00
Allotments & Community Gardens	Opportunities for those people who wish to do so to grow their own produce as part of the long term promotion of sustainability, health and social inclusion	2.18	3.52
Amenity Green Space	Opportunities for informal activities close to home or work or enhancement of the appearance of residential or other areas	7.43	9.66
Total Green Space		14.45	13.68
Play Provision (ha)	Definition		
LAP (0.01ha)	Small play space aimed at up to 6yrs children, not equipped	n/a	0.07
LEAP(0.04ha)	Equipped play area, 5 types of equipment, 4-8yr olds	n/a	0.40
NEAP(0.1ha)	Equipped play area, 8 types of equipment to include ball games, aimed at older children	n/a	0.10
Total		1.70	0.57

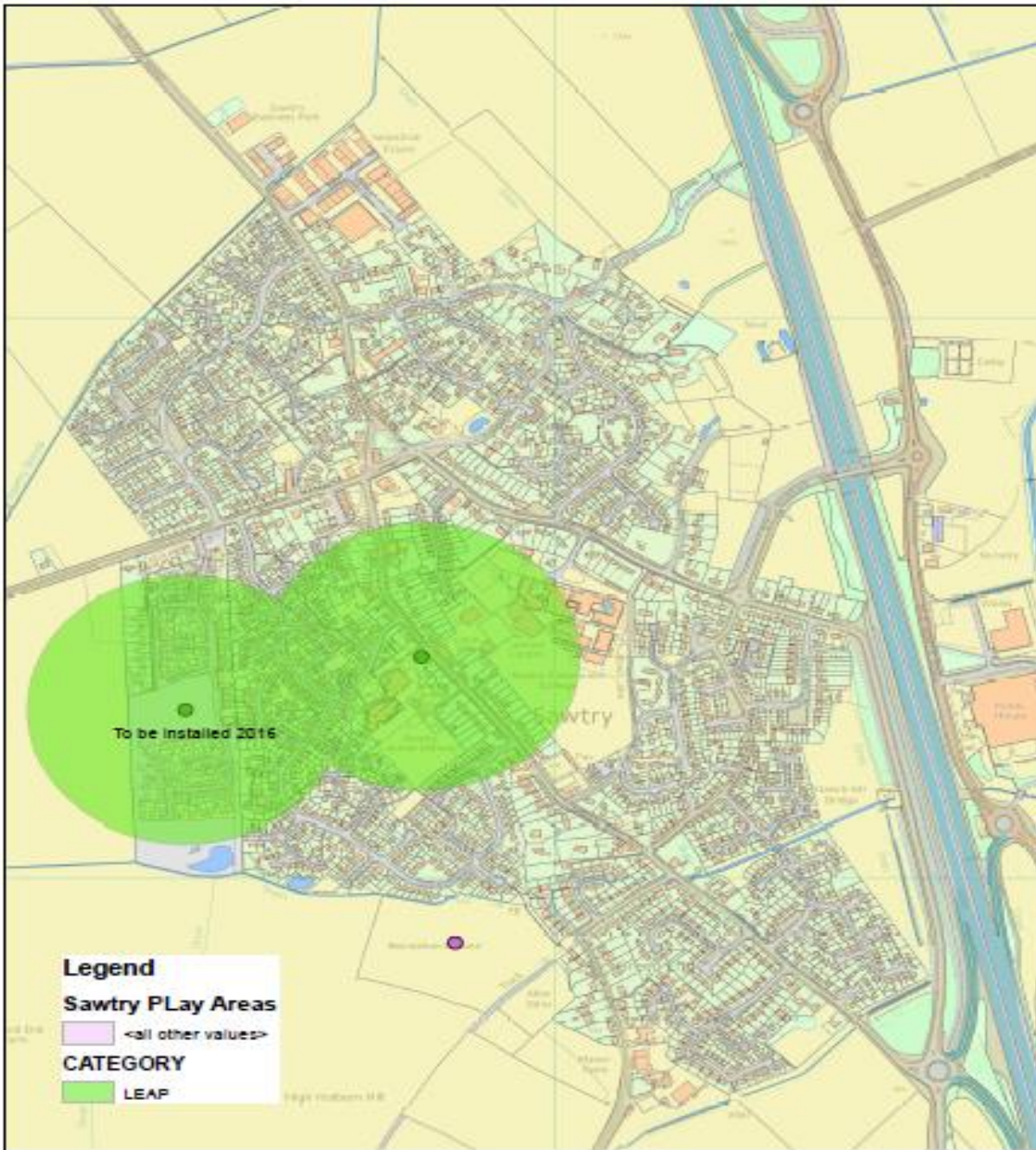


Appendix 1f: Sawtry – Current Provision against Policy Benchmarks

Location	Assessment	Needs Analysis Findings	Recommended Action	Resourcing, Deliverability & Priority Rating (Short, Medium & Long Term)
Sawtry (See Appendix 1f)	Green Space	Overall there is sufficient green space provision in Sawtry and it is well distributed throughout the village. The new development off Gidding Road will provide extra allotments for the community and also a natural/semi-natural area which includes newt ponds providing a haven for wildlife in the village. Parks and Gardens are the only category of green space that is deficient against the policy benchmark for provision; and unfortunately there is no amenity green space within the village that could be suitably upgraded.	No Action Recommended	N/A
	Play	Sawtry currently has one play area, a youth shelter and a multi-use goal end. Another play area (Leap) is going to be installed in 2016 on a new development off Gidding Road. Statistically there is a deficiency in play provision across parts of the village. By increasing the provision at St Judith Field (Parish Council owned) to a Leap/Neap through investment adequate play coverage could be reached and additional coverage can be provided.	Action: Identify funding to invest in St Judith Field to re-designate to a Leap/Neap.	Medium Term - Funding to be realised through planning agreements

Appendix 1f: Sawtry – Current Provision against Policy Benchmarks

Population	Population figures taken from Lower Super Output Areas - National Office of Statistics	5,058	
Green Space Provision (ha)	Green Space Definitions from PPG17	Policy	Actual (ha)*
Parks & Gardens	Accessible, high quality opportunities for informal recreation and community events	2.43	0.00
Green Corridors	Walking, cycling or horse riding, whether for leisure purposes or travel and opportunities for wildlife migration	0.00	0.00
Natural & Semi Natural	Wildlife conservation, biodiversity and environmental education and awareness	1.16	1.37
Allotments & Community Gardens	Opportunities for those people who wish to do so to grow their own produce as part of the long term promotion of sustainability, health and social inclusion	1.62	1.20
Amenity Green Space	Opportunities for informal activities close to home or work or enhancement of the appearance of residential or other areas	5.51	12.10
Total Green Space		10.72	14.67
Play Provision (ha)	Definition		
LAP (0.01ha)	Small play space aimed at up to 6yrs children, not equipped	n/a	
LEAP(0.04ha)	Equipped play area, 5 types of equipment, 4-8yr olds	n/a	0.08
NEAP(0.1ha)	Equipped play area, 8 types of equipment to include ball games, aimed at older children	n/a	
Total		1.26	0.08



Sawtry Play Area Coverage

Scale = 1:7,928
 Date Created: 10/12/2015

Huntingdonshire
 DISTRICT COUNCIL

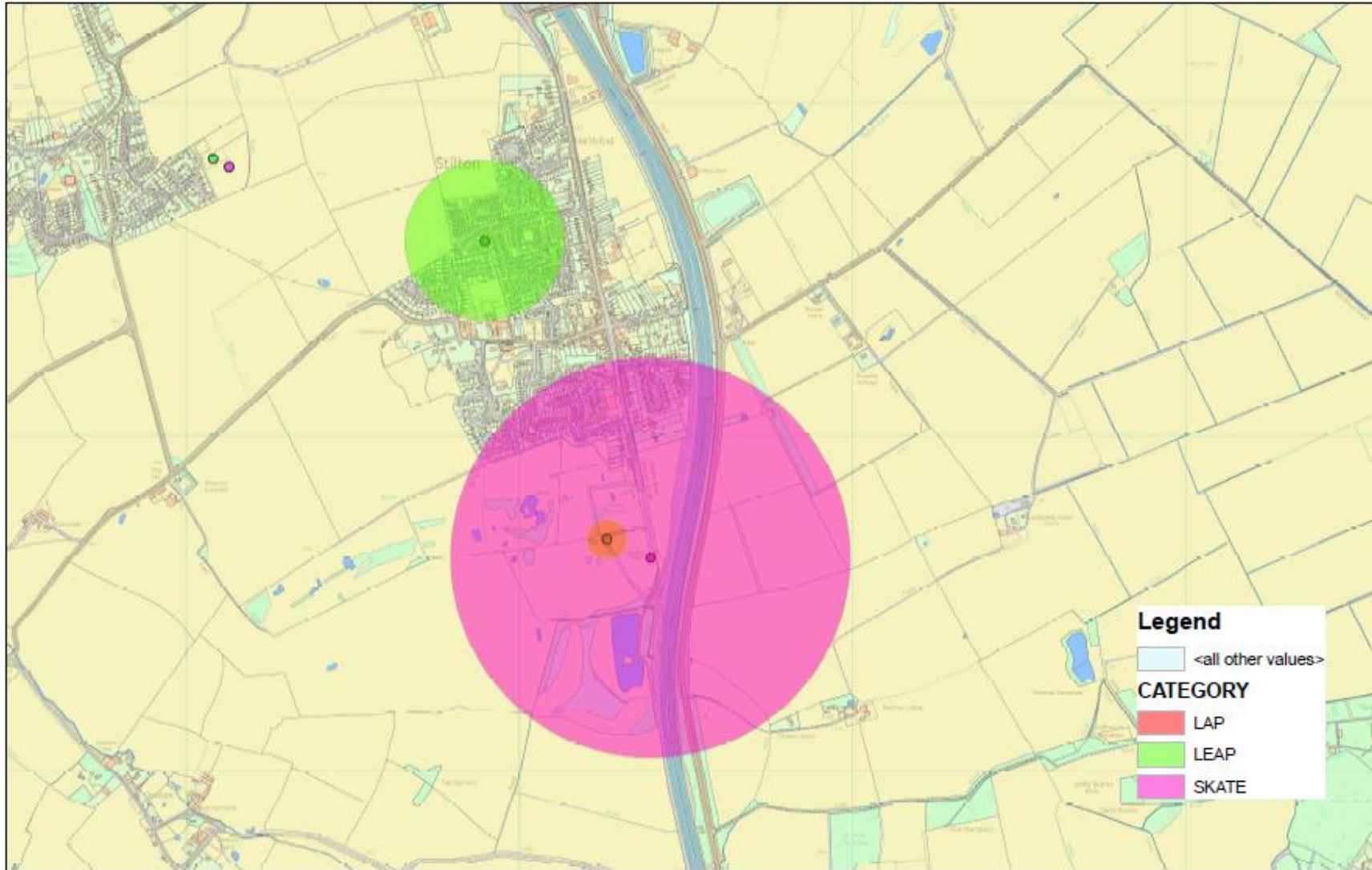
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Appendix 1g: Stilton – Current Provision against Policy Benchmarks

Location	Assessment	Needs Analysis Findings	Recommended Action	Resourcing, Deliverability & Priority Rating (Short, Medium & Long Term)
Stilton (See Appendix 1g)	Green Space	As a whole green open space is deficient, with no provision for allotments, community gardens or wildlife havens, (natural & semi natural). However the amenity grass is very well distributed throughout the village. As the majority of the amenity grass is surrounded by housing, none of these areas lend themselves to anything other than amenity land	Action: If there are any new housing developments within the village consideration should be made with regard to acquiring land for allotments or areas for the community.	Medium Term - Funding to be realised through planning agreements
	Play	Stilton has two play areas and a skate park. The current play provision is severely lacking for the majority of Stilton residents.	Action: There are currently no green spaces available in the village that would be suitable to accommodate a play area. HDC should therefore seek to acquire appropriate play provision from any new housing developments in the village.	Medium Term - Funding to be realised through planning agreements

Appendix 1g: Stilton – Current Provision against Policy Benchmarks

Population	Population figures taken from Lower Super Output Areas - National Office of Statistics	3,034	
Green Space Provision (ha)	Green Space Definitions from PPG17	Policy	Actual (ha)*
Parks & Gardens	Accessible, high quality opportunities for informal recreation and community events	1.46	0.00
Green Corridors	Walking, cycling or horse riding, whether for leisure purposes or travel and opportunities for wildlife migration	0.00	0.00
Natural & Semi Natural	Wildlife conservation, biodiversity and environmental education and awareness	0.70	0.00
Allotments & Community Gardens	Opportunities for those people who wish to do so to grow their own produce as part of the long term promotion of sustainability, health and social inclusion	0.97	0.00
Amenity Green Space	Opportunities for informal activities close to home or work or enhancement of the appearance of residential or other areas	3.31	3.12
Total Green Space		6.43	3.12
Play Provision (ha)	Definition		
LAP (0.01ha)	Small play space aimed at up to 6yrs children, not equipped	n/a	0.01
LEAP(0.04ha)	Equipped play area, 5 types of equipment, 4-8yr olds	n/a	0.04
NEAP(0.1ha)	Equipped play area, 8 types of equipment to include ball games, aimed at older children	n/a	0.00
Total		0.76	0.05



Appendix 1h: Yaxley – Current Provision against Policy Benchmarks

Location	Assessment	Needs Analysis Findings	Recommended Action	Resourcing, Deliverability & Priority Rating (Short, Medium & Long Term)
Yaxley (see Appendix 1h)	Green Space	As a whole green open space in Yaxley is deficient against the policy benchmarks for provision with insufficient provision for allotments and community gardens and no provision for parks and gardens. However, the amenity grass is quite well distributed within the main areas in the centre of the village. The two large areas of amenity grass are currently used for outdoor sport so they do not lend themselves to be changed to parks and gardens.	Action: With any new housing developments within the village consideration should be made with regard to acquiring land for allotments or community gardens. If there is a new large development in Yaxley that could accommodate the Parks and Gardens element this would alleviate this deficiency.	Medium Term - Funding to be realised through planning agreements
	Play	Statistically the play provision for Yaxley is showing as deficient against the policy benchmarks for provision in the town, however with the addition of the play areas installed recently at Shackleton Way and Scott Drive, Yaxley has good coverage as far as play is concerned.	No Action Recommended	N/A

Appendix 1h: Yaxley – Current Provision against Policy Benchmarks

Green Space Provision (ha)	Policy	Actual (ha)*
Parks & Gardens	4.62	0.00
Green Corridors	0.00	0.00
Natural & Semi Natural	2.22	2.23
Allotments & Community Gardens	3.08	0.02
Amenity Green Space	10.50	15.26
Total Green Space	20.42	17.51
Total Play Provision (ha)	2.41	0.29



Yaxley Play Area Buffer Zones

N Scale = 1:6,820
Date Created: 28/04/2016

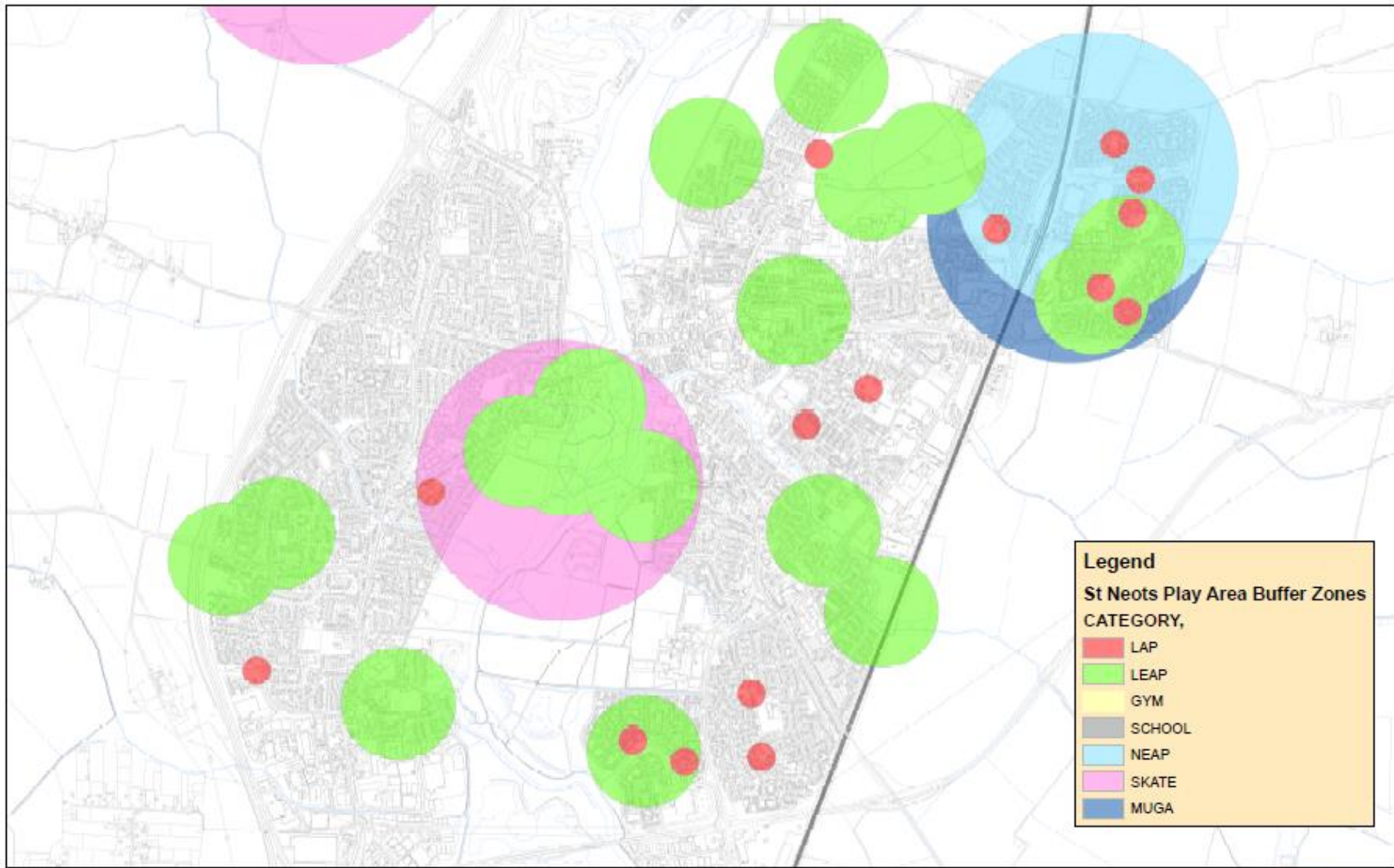
Appendix 1i: St Neots – Current Provision against Policy Benchmarks

St Neots	Green Space	Parks and Gardens - The green space provision for Parks and Gardens is only showing as deficient in the Eaton Socon and Eynesbury wards. However, the overall total Green Space in both of these wards is considerably above the policy requirements.	No Action	N/A
		Amenity Green Space - Amenity Green Space is in abundance in all of the St Neots wards, well above the policy requirements and it is quite well distributed with a good number of Green Corridors to connect the green spaces.	No Action	N/A
		Natural and Semi Natural Green Space (N&SN) - All the wards in St Neots are well provided for as far as Natural and Semi Natural green space is concerned so again no action is necessary.	No Action	N/A
		Allotments and Community Gardens (A&CG) - There are no Allotments or Community Gardens in Eaton Socon, and Eaton Ford and Eynesbury are showing as deficient in this provision. Although the policy requirement for St Neots as a whole is on a par with what is currently being provided, when the private sites are included, there are many residents who would not be able to access a site close to their home.	Action - Amenity Green Space is above the policy requirement in each ward. Consideration should be given to converting some of the Amenity Green Space to Allotment Sites or a Community Garden, for example the green space between the A1 and the west of Eaton Socon and Eaton Ford or the western side of Regatta Meadows.	Medium Term

	Play	<p>Statistically the Play provision is showing as deficient in the town, although the existing play areas are well distributed throughout the wards, with the exception of Eaton Ford where it is distinctly lacking.</p>	<p>Action - If funding becomes available there is Amenity Green Space between the A1 and the west of Eaton Ford that could be considered for play following consultation or part of Regatta Meadows could also be an option.</p>	<p>Medium Term</p>
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Appendix 1i: St Neots – Current Provision against Policy Benchmarks

	Priory Park		Eaton Ford		Eaton Socon		Eynesbury		Total	
Population figures taken from Lower Super Output Areas - National Office of Statistics	6,330		6,834		5,768		10,638		29,570	
Green Space Definitions from PPG17	Policy	Actual (ha)*	Policy	Actual (ha)*	Policy	Actual (ha)*	Policy	Actual (ha)*	Policy	Actual (ha)*
Accessible, high quality opportunities for informal recreation and community events	3.04	32.96	3.28	25.04	2.77	0.33	5.11	0.19	9.09	58.33
Walking, cycling or horse riding, whether for leisure purposes or travel and opportunities for wildlife migration	0.00	5.95	0.00	3.95	0.00	6.14	0.00	0.14	0.00	16.04
Wildlife conservation, biodiversity and environmental education and awareness	1.46	5.57	1.57	0.76	1.33	14.95	2.45	16.99	4.35	21.28
Opportunities for those people who wish to do so to grow their own produce as part of the long term promotion of sustainability, health and social inclusion	2.03	5.05	2.19	0.44	1.85	0.00	3.40	0.93	6.06	5.49
Opportunities for informal activities close to home or work or enhancement of the appearance of residential or other areas	6.90	19.60	7.45	12.00	6.29	11.28	11.60	23.70	20.64	42.88
	13.42	69.13	14.49	42.19	12.23	32.70	22.55	41.95	40.14	144.02
Definition										
Small play space aimed at up to 6yrs children, not equipped	n/a	0.06	n/a	0.01	n/a	0.01	n/a	0.06	n/a	0.08
Equipped play area, 5 types of equipment, 4-8yr olds	n/a	0.28	n/a	0.12	n/a	0.12	n/a	0.16	n/a	0.52
Equipped play area, 8 types of equipment to include ball games, aimed at older children	n/a	0.20	n/a	0.10	n/a	0.00	n/a	0.00	n/a	0.30
	1.58	0.54	1.71	0.23	1.44	0.13	2.66	0.22	7.39	0.90



St Neots Play Area Buffer Zones

Scale = 1:10,000
Date Created: 11/02/2016

Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Street Scene Service – Update Report.

Meeting/Date: Overview and Scrutiny Panel (Communities & Environment)
– 6 September 2016
Cabinet – 22 September 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 implement the Street Scene Service (an integration of grounds maintenance and street cleansing activities on an area basis) to improve the service delivery arrangements and standards of work across Huntingdonshire. The report also includes a review of grass maintenance regimes in 2016 and an update on the negotiations with the County Council on grass cutting frequencies on their land in urban areas.
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. This included the creation of the Street Scene Service to deliver integrated grounds maintenance and street cleansing activities with area based teams.
3. This is the first year such a formal performance management regime has been applied to Street Scene activities and it evidences that real progress is being made towards delivering the specified service standards in the Grounds Maintenance and Street Cleansing Service Specifications. However the Street Scene Service will prioritise improving performance in resolving grounds maintenance service requests within 5 working days.

4. There have been some variance in performance of grass cutting operations caused by the following:
 - a) The late delivery of the new mowing equipment resulting in a late start to the annual mowing regimes.
 - b) Introduction of stricter service standards for mowing teams to deliver as required by the recently adopted Grounds Maintenance Service Specification, grass no higher than 50 mm with all actions being completed at the same time including strimming of obstacles. This has involved slowing the pace of work to ensure standards have been delivered.
 - c) The exceptional growing conditions in the whole of the East of England have meant long grass on the first cut. This will result in cutting frequencies of 12 and 14 cuts by the end of the season compared to the planned 8 cuts. By the end of May 2016 three cuts of amenity grass and 6 cuts of parks had to be completed.
 - d) The cessation and then restarting of the cutting of County Council grass, which required the recovery of four weeks of grass growth.
5. The particular impact these factors has caused is instances of excessive grass arisings resulting from long grass having been cut. The profile of the machinery has not been the issue (with access for the mowing teams to both rotary and cylinder machines) although the factors detailed above have necessitated the hire of a cut and collect machine to help remove excessive arisings on selected sites. The full detail of the remedial action taken is outlined in Section 4 of the report.
6. Negotiations have been ongoing with the County Council since November 2015 involving the Executive Director responsible for Highways because the maintenance regimes specified by the County Council form part of their Highways Asset Management Improvement Plan (HAMIP). The fundamental issue is that the HAMIP only includes for three cuts per annum in urban areas which have been evidenced to be inadequate to provide a maintained environment to a reasonable standard. Therefore any increase in the frequency of grass cutting would have to be funded from the Highways budget. This fundamental issue needs to be resolved regardless of which organisation actually cuts the grass.
7. These negotiations have been slow to progress matters to a resolution and in June 2016 the decision was taken to stop cutting County Council grass because three cuts had already been completed and to redirect resources to the maintenance of HDC land. Grass cutting on County Council land recommenced in late July 2016 after the County Council agreed to interim funding for grass cutting in 2016 pending the finalisation of an agreement for grounds maintenance services in future years. This has at least for 2016 resulted in increased payments from the County Council towards the costs actually being met by this Council. Councillors are reminded that the grounds maintenance service not only includes grass cutting but also shrub maintenance, hedge cutting, annual bedding and weed control.

Recommendation(s):

1. The review of the performance of the Street Scene Service 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 grounds maintenance and street cleansing activities.
2. The Cabinet is recommended to receive a further report on the resourcing of the Street Scene Service once negotiations with the County Council have been concluded.

1. Purpose of Report

- 1.1 To provide an update on the progress made to implement the Street Scene Service (an integration of grounds maintenance and street cleansing activities on an area basis) to improve the service delivery arrangements and standards of work across Huntingdonshire. The report also includes a review of grass maintenance regimes in 2016 and an update on the negotiations with the County Council on grass cutting frequencies on their land in urban areas.

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 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 (for waste services, grounds maintenance and street cleansing specifically) 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.

- 2.3 Detailed in Table 1 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.

Table 1: Adopted Performance Targets for the Street Scene Service

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%

3. Analysis of Performance of the Street Scene Service

3.1 The performance of the Street Scene Service is measured through the following performance indicators:

- a) The number of service requests for work received from residents through the Call Centre.
- b) The resolution of these service requests within the target time of 5 working days.
- c) The number of formal complaints received from residents either through the Call Centre.
- d) The results of independent site inspections of work completed on site against the set service standards set in the Grounds Maintenance and Street Cleansing Service Specification.

3.2 The outcome of performance to the end of July 2016 against these performance indicators is set out in Table 1 below:

Performance Indicator	Annual Target	Actual Performance
Service requests for grounds maintenance activities	80% to be received within 5 working days	194 service requests of which 57% have been resolved within 5 working days
Service requests for street activities	80% to be received within 5 working days	190 service requests of which 81% have been resolved within 5 working days
The number of formal complaints received from residents regarding grounds maintenance.	Less than 3 per month	From April 2016 to July 2016 three complaints regarding grounds maintenance have been received.
The number of formal complaints received from residents regarding street cleansing	Less than 3 per month	From April 2016 to July 2016 there have been no complaints received regarding street cleansing.
Independent inspection results of grounds maintenance works to standard when completed	80% of works on site to standard when inspected	1,660 inspections have been completed from April 2016 to July 2016 of which 86.7% work was to standard
Independent inspection results of street cleansing works to standard when completed	80% of works on site to standard when inspected	1,220 NI195 audits have been completed from April 2016 to July 2016 of which 91.3% work was to standard

3.3 This is the first year such a formal performance management regime has been applied to Street Scene activities and it evidences that real progress is being made towards delivering the specified service standards in the Grounds Maintenance and Street Cleansing Service Specifications. However the Street Scene Service will prioritise improving performance in resolving grounds maintenance service requests within 5 working days.

4. Review of Grass Cutting Operations

- 4.1 There have been some variance in performance of grass cutting operations caused by the following:
- a) The late delivery of the new mowing equipment resulting in a late start to the annual mowing regimes.
 - b) Introduction of stricter service standards for mowing teams to deliver as required by the recently adopted Grounds Maintenance Service Specification, grass no higher than 50 mm with all actions being completed at the same time including strimming of obstacles. This has involved slowing the pace of work to ensure standards have been delivered.
 - c) The exceptional growing conditions in the whole of the East of England have meant long grass on the first cut. This will result in cutting frequencies of 12 and 14 cuts by the end of the season compared to the planned 8 cuts. By the end of May 2016 three cuts of amenity grass and 6 cuts of parks had to be completed.
 - d) The cessation and then restarting of the cutting of County Council grass, which required the recovery of four weeks of grass growth.
- 4.2 The particular impact these factors has caused is instances of excessive grass arisings resulting from long grass having been cut. The profile of the machinery has not been the issue (with access for the mowing teams to both rotary and cylinder machines) although the factors detailed above have necessitated the hire of a cut and collect machine to help remove excessive arisings on selected sites.
- 4.3 **Remedial Action Implemented:** The following remedial action has been proactively implemented:
- a) Mowing and strimming standards have been reinforced with Team Leaders and the need to slow up mowing if necessary to better coordinate mowing and strimming activities.
 - b) There has been a temporary revision of staff deployment to prioritise areas of the District that have experienced particular flushes in grass growth.
 - c) A cut and collect ride on mower has been sourced and deployed to target the hot spot sites that have suffered particularly from brown arisings being left on site following standard mowing operations.
 - d) The mowing teams worked extended hours on Fridays and additional hours on Saturdays to recover the problem sites.
- 4.4 To reiterate real progress has been made towards delivering the new service standards and this is evidenced by the level of service requests and complaints actually received regarding grass cutting that are not excessive and the results of the independent monitoring evidencing service standards are being delivered.

5. Grounds Maintenance Service Provided to the County Council

- 5.1 The 2015/16 ZBB Programme included a proposal for the Operations Service to fully recover the costs for providing grounds maintenance services to the County Council and Luminus Housing. This work for the County Council after SLA fees was costing HDC circa £100k per annum; and for Luminus after SLA fees their work was costing HDC circa £17k per annum. Consequently it was agreed for negotiations with the County and Luminus to recover the full costs of their works. These negotiations were to also address the long standing frustration of residents about poor environmental maintenance standards on the Highway in urban areas that has been unresolved for many years.
- 5.2 Negotiations have been ongoing since November 2015 involving the Executive Director responsible for Highways because the maintenance regimes specified by the County Council form part of their Highways Asset Management Improvement Plan (HAMIP). The fundamental issue is that the HAMIP only includes for three cuts per annum in urban areas which have been evidenced to be inadequate to provide a maintained environment to a reasonable standard. Therefore any increase in the frequency of grass cutting would have to be funded from the Highways budget. This fundamental issue needs to be resolved regardless of which organisation actually cuts the grass.
- 5.3 In order to maximise the impact of the negotiation meetings the discussions were broadened out to include the following issues:
- Grass Cutting – funding of increased grass cutting frequencies tied to revised land ownership of land assets.
 - Weed Treatment – increasing the frequencies of treatments.
 - Orphan Sites – the County Council adopting the identified orphan sites on the Highway.
 - Hinchingsbrooke Country Park – transfer of ownership to HDC to reflect this Council's financial commitment to the site.
 - Ouse Valley Way – management and maintenance arrangements.
- 5.4 These negotiations have been slow to progress matters to a resolution and in June 2016 the decision was taken to stop cutting County Council grass because three cuts had already been completed and to redirect resources to the maintenance of HDC land. Grass cutting on County Council land recommenced in late July 2016 after the County Council agreed to interim funding for grass cutting in 2016 pending the finalisation of an agreement for grounds maintenance services in future years. This has at least for 2016 resulted in increased payments from the County Council towards the costs actually being met by this Council. Councillors are reminded that the grounds maintenance service not only includes grass cutting but also shrub maintenance, hedge cutting, annual bedding and weed control.

- 5.5 If any of the County Council work transfers to another party it will need to include all of these grounds maintenance activities and the direct management of customer interface for the service provided. This is necessary for two reasons: this Council will have no control or responsibility for the service being delivered; and it will be outside of this Council's service standards as set out in the Service Specification for Grounds Maintenance.
- 5.6 The Cabinet is recommended to receive a further report on the resourcing of the Street Scene Service once negotiations with the County Council have been concluded. This is to ensure the resourcing of the service going forward includes fully for the work requirements of the land to be maintained subsequent to these negotiations and to build in contingency to be able to respond to extreme growing conditions.
- 5.7 **Public Rights of Way:** County Council has the statutory responsibility for Public Rights of Way. The development of a comprehensive management plan and the establishment of the Management Group for the Ouse Valley Way have been useful to get clarification from the County Council of how they will discharge this statutory responsibility. The County Council have confirmed their commitment to cut grass on public rights of way twice per annum and then to respond to complaints about maintenance standards (e.g. over grown shrubs and trees) thereafter. The County Council will also undertake enforcement work with private land owners who fail to adequately maintain their land that forms part of a public right of way.
- 5.8 Consequently this Council will not carry out beyond 2016/17 environment maintenance work on privately owned land on the Ouse Valley Way requiring the County to more proactively enforce such works with the landowners and to carry out such works directly for land owned by the County Council.

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 the Street Scene 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 Street Scene 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 Street Scene 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 adopted Street Scene service delivery arrangements will better enable the Council to meet the requirements and environmental maintenance standards of the Environmental Protection Act.

12. RESOURCE IMPLICATIONS

12.1 The adopted Street Scene 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.

12.2 The additional funding received from the County for grass cutting in 2016 will reduce the level of subsidy from the Operations Service for this work and allow for additional resources to undertake remedial shrub maintenance programmes at no additional cost to this Council.

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 12 January 2016.

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

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

CONTACT OFFICER

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

Tel No. 388635

**Public
Key Decision - No**

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter:	Waste and Recycling Round Reconfiguration – Update on Progress
Meeting/Date:	Overview & Scrutiny (Communities and Environment) – 6 September 2016 Cabinet – 22 September 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. A review of the waste and recycling collection rounds was last carried out in 2011 and due to the growth in properties and a number of changes to collection routes over the past four years these have now become unbalanced. The reconfiguration of our rounds aims to maximise efficiencies and reduce fuel usage whilst delivering good customer service.
2. This report provides an update on the Waste Service round reconfiguration project against the project plan and highlights the issues that are impacting on delivery of the project plan and the remedial action initiated.
3. The biggest single factor affecting progress is getting responses from residents about their circumstances to assess their service requirements. This is done by letter with follow up telephone calls when necessary. Additional resource has been put in place to chase up this essential data necessary to confirm the 'as is' service and then to model the 'to be' service.

Recommendation(s):

1. The Overview and Scrutiny Panel and the Cabinet are asked to note the update with regards to the current progress and anticipated implementation date for the new collection rounds and confirm any issues for consideration by the Cabinet when they receive the update.
2. The Cabinet is recommended to note the progress made and to agree to receive a further update report at the October Cabinet meeting to confirm the 'go live date' for the round reconfiguration.

1. PURPOSE OF THE REPORT

- 1.1 The report provides an update on the Waste Service round reconfiguration project against the project plan and highlights the issues that are impacting on delivery of the project plan and the remedial action initiated.

2. BACKGROUND & PROGRESS TO DATE

- 2.1 A review of the waste and recycling collection rounds was last carried out in 2011 and due to the growth in properties and a number of changes to collection routes over the past four years these have now become unbalanced. The reconfiguration of our rounds aims to maximise efficiencies and reduce fuel usage whilst delivering good customer service.
- 2.2 Work towards the reconfiguration of the waste and recycling collection rounds commenced in May 2016 and within the overall project there are a number of inter-related sub-projects that need to be delivered to in turn deliver the overall project. The sub-projects include the following:

Sub-projects	Status
Round risk assessments	50% complete
Review of properties on a sack collection	95% complete
Review of official assistance customers	85% complete
Review of farms and lodges collections	95% complete
Review of properties with an additional grey bin	85% complete
Review of a separate trade waste collection round	75% complete

- 2.3 The biggest single factor affecting progress is getting responses from residents about their circumstances to assess their service requirements. This is done by letter with follow up telephone calls when necessary. Additional resource has been put in place to chase up this essential data necessary to confirm the 'as is' service and then to model the 'to be' service.
- 2.4 The outcome is that the 'as is' model is 80% complete will be sufficiently complete by the end of August to enable scenario modelling for new arrangements to begin but it needs to be completed before the final model for reconfiguration of collection rounds is completed.
- 2.5 The project is still being managed towards the new collection rounds starting week commencing 21st November 2016 and a comprehensive communication plan has been written to ensure that all the stakeholders are fully informed.
- 2.6 Appendix 1 to this report contains the formal progress report schedule for the project and Appendix 2 the highlight report for the project.

3. COMMENTS OF OVERVIEW & SCRUTINY

- 3.1 The comments of the relevant Overview and Scrutiny Panel will be included in this section prior to its consideration by the Cabinet.

4. KEY IMPACTS & RISKS

- 4.1 There has been a lack of robust data in respect to the current collection rounds and this has had to be gathered in many instances from scratch. However it is essential to have this data to build the robust 'as is' model to then enable scenario planning of the 'to be' model. To address this key risk a Waste and Recycling Project Officer has been recruited to work solely on this project and to date has dedicated their time to certifying the current data we have is correct and is in a suitable format.

5. WHAT ACTIONS WILL BE TAKEN/TIMETABLE FOR IMPLEMENTATION

- 5.1 The project is being managed within a robust and detailed project plan that has been previously reviewed by this Panel and progress against this plan is subject to fortnightly review with necessary remedial action to ensure progress being initiated.

6. LINKS TO STRATEGIC PRIORITIES

- 6.1 The round reconfiguration will ensure that the Waste Service meets the strategic priority of becoming more efficient and effective, and delivers £270,000 in efficiency savings for the Council.

7. CONSULTATION

- 7.1 Consultation has been conducted with the collection crews to capture their detailed knowledge of the rounds and communication with residents to deliver the sub-projects is also critical consultation supporting the overall project.

8. WHAT ACTIONS WILL BE TAKEN/TIMETABLE FOR IMPLEMENTATION

- 8.1 Key dates for the Waste and Recycling Reconfiguration project are as follows:

Key Activity	Deadline & RAG Rating
Data Collection	31/08/2016
Completion of "As Is" Model	31/08/2016
Scenario modelling	30/09/2016
Update to Overview & Scrutiny	06/09/2016
Agreement on preferred solution	30/09/2016
Update to Overview & Scrutiny	04/10/2016

Key Activity	Deadline & RAG Rating
Pre-implementation data update	31/10/2016
Implementation	21/11/2016
Post implementation review	28/02/2017
Project Closure	31/03/2017
Post Project Review	30/04/2017

9. LEGAL IMPLICATIONS

- 9.1 The sub-project for round risk assessments is to ensure that the reconfigured rounds full comply with health and safety legislation.

10. RESOURCE IMPLICATIONS

- 10.1 The round reconfiguration project is required to deliver a full year saving of £270,000. Savings of £207k have to be delivered in 2016/17 and these will not be delivered in full but the projected shortfall of £70k will be met within the overall budgets of the Operations Service.
- 10.2 The additional cost of delivering the round reconfiguration is £28,090 for a dedicated Project Officer and this is being met from the agency staffing budget for the Waste Service.

11. REASONS FOR THE RECOMMENDED DECISIONS

- 11.1 The round reconfiguration is essential to rebalancing the current collection rounds to take account of existing housing growth and planned future housing growth; and to deliver £270,000 in efficiency savings.

12. LIST OF APPENDICES INCLUDED

Appendix 1: Round Reconfigurations 2016 - Progress Report Schedule

Appendix 2: Round Reconfigurations 2016 – Highlight Report Schedule

CONTACT OFFICER

Alistair Merrick – Interim Head of Service
 Tel No: 01480 388843
 Email: Alistair.merrick@huntingdonshire.gov.uk

Appendix 1: Round Reconfigurations 2016 - Progress Report Schedule

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Key Action Point	Actions	Start Date	Expected End Date	Date of scheduled meeting	Responsible Officer
Update collection crews	<ul style="list-style-type: none"> What we have been up to and their involvement 			15 June - Full staff meeting	AC/HF
Progress report <ul style="list-style-type: none"> Overview and Scrutiny (Communities and Environment) Executive Councillor Management Team Cabinet Call Centre 	<ul style="list-style-type: none"> Progress to date, What's next Proposed dates for new collection model and start of these changes 		1 July	12 July 16 – Overview and Scrutiny (Communities and Environment) 21 July 16 – Cabinet	HF/BG
Progress report <ul style="list-style-type: none"> Overview and Scrutiny (Communities and Environment) Executive Councillor Management Team Cabinet Call Centre 	<ul style="list-style-type: none"> Proposed changes Key dates including implementation date 		23 August 2016	6 September – Overview and Scrutiny Panel (Communities and Environment) 22 September - Cabinet	HF/BG
Update collection crews	<ul style="list-style-type: none"> Proposed changes Key dates 		28 September 2016	28 Sept 16 – Full staff meeting	AC/HF/BG
Progress report <ul style="list-style-type: none"> Overview and Scrutiny (Communities and Environment) Executive Councillor Management Team Cabinet Call Centre 	<ul style="list-style-type: none"> New collections, Numbers affected, Proposed communication plan Implementation date 		20 September 2016	4 October 2016 - Overview and Scrutiny Panel (Communities and Environment) 20 October 2016 - Cabinet	HF/BG

Key Action Point	Actions	Start Date	Expected End Date	Date of scheduled meeting	Responsible Officer
Update Collection crews	<ul style="list-style-type: none"> • New collections, • Numbers affected, • Proposed communication plan • Implementation date 		w/c 26 October 2016		HF/BG
Staff Briefing	<ul style="list-style-type: none"> • Preparation for implementation 		w/c 7 November 2016		HF
Progress report <ul style="list-style-type: none"> • Overview and scrutiny (Communities and Environment) • Executive Councillor • Management Team • Cabinet? • Call Centre 	<ul style="list-style-type: none"> • Post implementation update 	20 November 2016	22 November 2016	6 December 2016 - Overview and Scrutiny Panel (Communities and Environment) 15 December 2016 - Cabinet	HF/BG

Appendix 2: Round Reconfigurations 2016 – Highlight Report Schedule

Project Name	Waste & Recycling Reconfiguration		Report No. 1 Period:- to end Jul 16 (Issued 5 Aug 16)
Project	HEIDI FIELD		
OVERALL PROJECT STATUS			
Items requiring Project Board attention			
<p>Currently against the original project plan, we are approximately 2 months behind schedule mainly due to waiting for responses from information sent out to the public. The project plan has been adjusted to reflect this.</p>			
Key activities completed last reporting period (25/05/2016 – 31/07/2016)			
<ul style="list-style-type: none"> o Commenced update of round risk assessments o Waste management database updated with crew audit of blue bins o Letters sent to official assistance customers for review of eligibility o Letters sent to additional grey customers for review of eligibility o Meetings with refuse and recycling crews completed o Template for upload to software started o Vehicle information completed o Information on current rounds collated o Projected housing growth information obtained from planning o 9 months of tip data entered (times & yields) o Review of sack / flat round completed o Communications plan developed 			
Key activities planned for next period (08/2016 – 10/2016)			
<ul style="list-style-type: none"> o Review of clinical waste customers to assess service required o Review of farms and lodges queries o Update database from official assistance surveys received o Complete round risk assessment review o Complete meetings with garden waste crews o Continue entering tip data (times & yields) o “As is” model produced and reality checked o Scenario modelling commenced o Update database with information from sack / flat round review 			
Performance against key project milestones			
Milestone	Planned Completion Date	Actual Completion Date	RAG Status
Project Kick off meeting	25/05/16	25/05/16	

Milestone	Planned Completion Date	Actual Completion Date	RAG Status
Update to Overview & Scrutiny	12/07/16	12/07/16	Green
Data Collection	31/08/2016		Red
Completion of "As Is" Model	31/08/2016		Red
Scenario modelling	30/09/2016		Green
Update to Overview & Scrutiny	06/09/2016		Green
Agreement on preferred solution	30/09/2016		Green
Update to Overview & Scrutiny	04/10/2016		Green
Pre-implementation data update	31/10/2016		Green
Implementation	21/11/2016		Green
Post implementation review	28/02/2017		Green
Project Closure	31/03/2017		Green
Post Project Review	30/04/2017		Green
Comments on performance against milestones			
Risk and Issue Management			Green
Top 5 Open Issues. For full issue log click here (These are items which are affecting the project and have already happened)			
Description	Impact	Comments	
Project plan behind schedule	M	Additional overtime offered for key staff, project plan updated to reflect current position and anticipated deadlines	
Speed of modelling software	H	Solution proposed to allow installation on hard drive at HDC rather than accessing software through Citrix server	
Top 5 Open Risks. For full risk log click here (These are items which may affect the project and could happen)			
Description	Priority	Mitigation Agreed?	Comments
Small number of additional resources available for the project.		Y	Additional overtime offered for key staff
Budget savings may not be met in 2015/16 if implementation delayed		Y	Additional overtime offered for key staff
Budget savings may not be met if 3 rounds are not able to be removed		N	Until scenario modelling is completed this will not be known

Financial Performance		
No specific budgeted spend for this project. The costs of additional resource are being met from the agency budget costs within the waste service. Publicity costs will be combined with the Christmas publicity if the project commences on 21 November 2016.		
Spend (excluding Resource)	Capital (K)	Revenue (K)
Total Budget	£0	£28,090
Planned spend to date	£0	£11,700
Actual spend to date	£0	£11,700
Variance	0%	0%
Lessons Learnt (if appropriate) A review of what went well, what went badly, and any recommendations for corporate or programme management consideration		R/A/G
N/a		

Circulation List

Project Board Members: Alistair Merrick, Councillor Robin Carter

Copies to: Beth Gordon, Heidi Field, Amy Casey, Lucy Strachan, James Khan

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CURRENT ACTIVITIES OF THE PERFORMANCE AND CUSTOMERS PANEL

STUDY	OBJECTIVES	PANEL	STATUS
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	<p>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.</p> <p>Meetings were held on 14th and 19th January 2016 to scrutinise the various aspects of the County Council's Budget Proposals.</p> <p>The Managing Director and Executive Leader have met with the Chief Executive Officer and Leader of Cambridgeshire County Council and following the meeting a report will be submitted by Cambridgeshire County Council which be available to the Overview and Scrutiny Panels. The Managing Director confirmed that the process of budget scrutiny will take place again this Municipal Year (2016/17).</p>

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Panel Date	Decision	Action	Response	Date for Future Action
<p>02/02/16</p> <p>28/06/16</p>	<p><u>Hinchingbrooke Hospital</u></p> <p>(a) Management of the 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>Lance McCarthy, CEO at Hinchingbrooke Health Care NHS Trust attended the Panel's Special Meeting in June 2016 to discuss the proposed merger of Hinchingbrooke Health Care NHS Trust (HHCT) and Peterborough and Stamford Hospitals NHS Foundation Trust (PSHFT) and to participate in a public question and answer session.</p>	<p>As a result of Mr McCarthy's attendance the Panel requested that a response is sent to both HHCT and PSHFT outlining Members' concerns of the proposed merger.</p>	<p>A response has been sent to the Cabinet meeting in July 2016 for endorsement. A letter has been sent to the Chairman of HHCT outlining the Panel's views on the proposal.</p> <p>Mr McCarthy will return to a future Panel meeting once the Full Business Case has been developed.</p>	<p>04/10/2016</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 Panel meeting in September 2015.</p> <p>A report on the performance of the CCG was presented to the Panel at its meeting in March 2016.</p>	<p>Reports to be presented to the Panel every six months.</p>		

Panel Date	Decision	Action	Response	Date for Future Action
06/04/15	<p><u>Health economy</u></p> <p>Scoping report on potential work on the health economy.</p> <p>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. 	Heads of Service to schedule reports on subjects relating to their services.	Potential work to be considered during O&S work programming session in September 2016.	Date to be agreed
01/03/16	Ian Weller from the Cambridgeshire and Peterborough Clinical Commissioning Group gave a presentation on the Cambridgeshire and Peterborough Health and Care System Transformation Programme.	Mr Weller agreed to attend a future Panel meeting and update Members on the Urgent and Emergency Care Vanguard Programme.		Date to be agreed
06/10/15	<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 to the Panel. At its meeting in January a report on the Voluntary Sector Grant Funding 2016/17 to 2019/20 was presented to the Panel.</p>	A working group was established which includes Councillors D Brown, Mrs L A Duffy and T Hayward.	The Working Group met six times between February and June 2016.	

Panel Date	Decision	Action	Response	Date for Future Action
12/07/16	The Voluntary Sector Grant Funding Working Group Final Report was presented to the Panel.	Having reviewed the options within the report, Members recommended Cabinet agree to the options deemed most suitable.	The report was submitted to Cabinet.	21/07/2016
07/07/15	<p><u>Redesign of Mental Health Services</u></p> <p>The Panel received an update report on the Children and Adolescent Mental Health Service (CAMHS).</p>	The Panel requested further updates at future meetings.		Date to be agreed
05/04/16	<p><u>Registered Social Providers</u></p> <p>A Working Group to carry out a study on Registered Social Providers was formed and the Group met twice. A final report was presented at the Panel's meeting in April 2016 which informed discussions on the Draft Housing Strategy 2016-2019.</p> <p>The following recommendations were made:</p> <p>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?</p> <p>How can the Council both support and challenge RPs to actively develop new housing offers which meet local need?</p> <p>What can the Council do to address the delivery of affordable</p>	The Draft Housing Strategy 2016-2019 has been paused.		

Panel Date	Decision	Action	Response	Date for Future Action
	<p>housing on the strategic sites when viability is apparently so challenging, including considering non-conventional solutions?</p> <p>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?</p>			
<p>2014-16</p>	<p><u>Operation Service Policy Updates</u></p> <p>The Panel has received the following:</p> <ul style="list-style-type: none"> • RECAP update • Garden Waste Contamination • Dry Recyclates Contamination • Lane End Collection Policy • Review of Waste Policies • Waste Service- Service Specification • Waste Round Reconfiguration • Street Cleansing Service Specification • Creation of the Integrated Street Scene Service 		<p>Reports on the following are expected:</p> <p>Needs Analysis of Open Space and Play Facilities</p> <p>Grounds Maintenance Service Specification Update</p> <p>Street Scene Service Update</p> <p>Waste Round Reconfiguration Update</p> <p>Open Spaces Water Safety Policy Review</p> <p>Waste Service – Service Specification First Year Review</p>	<p>06/09/2016</p> <p>06/12/2016</p> <p>06/09/2016</p> <p>06/09/2016</p> <p>03/01/2017</p> <p>04/04/2017</p>

Panel Date	Decision	Action	Response	Date for Future Action
	<u>Corporate Enforcement Policy</u>			
12/01/16	Councillors J W Davies, I D Gardener and T D Sanderson are to engage with the Head of Community Services on the formation of the Corporate Enforcement Policy.			
12/07/16	The Corporate Enforcement Report was presented to the Panel. The report updated Members on the Council's enforcement position regarding environmental crimes.	Members asked for more information.	A report on the Corporate Enforcement Strategy will be submitted at a future Panel meeting.	04/10/2016
Quarterly	Representatives on External Organisations <u>Huntingdonshire Strategic Partnership (HSP)</u> Huntingdonshire Community Safety Partnership	The Panel is to receive regular update reports.		
05/01/16	Annual review of the work of the Partnership.	The 2015/16 report is scheduled to be presented to the Panel in October 2016.		04/10/16
03/02/15	Children and Young People Details of the thematic group's priorities received together with details of its terms of reference, membership and current matters being discussed. Presentation received.	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	Health and Wellbeing Background information received on the thematic group's outcomes, terms of reference, membership and action plan.			

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