

A meeting of the **OVERVIEW AND SCRUTINY PANEL (CUSTOMERS AND PARTNERSHIPS)** will be held as a **REMOTE MEETING VIA ZOOM** on **THURSDAY, 10TH SEPTEMBER 2020** at **6:00 PM** and you are requested to attend for the transaction of the following business:-

AGENDA

APOLOGIES

1. MINUTES (Pages 5 - 12)

To approve as a correct record the Minutes of the Overview and Scrutiny Panel (Customers and Partnerships) meetings held on 5th March 2020 and 17th June 2020.

Contact Officer: A Green 01223 752549

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.

Contact Officer: H Peacey 01480 388007

4. CAMBRIDGESHIRE HOME IMPROVEMENT AGENCY ANNUAL REPORT 2019/20 (Pages 19 - 40)

Members are to receive the Cambridgeshire Home Improvement Agency Annual Report 2019/20.

Contact Officer: F Flett 01480 388377

5. STREET CLEANSING SERVICE REVIEW (Pages 41 - 56)

The Street Cleansing Service Review is to be presented to the Panel.

Contact Officer: D Rook 01480 388645

6. REPRESENTATIVES ON EXTERNAL ORGANISATIONS, ANNUAL UPDATE REPORT 2019/20 (Pages 57 - 64)

The Representatives on External Organisations Annual Update Report 2019/20 is to be presented to the Panel.

Contact Officer: A Green 01223 752549

7. OVERVIEW AND SCRUTINY APPOINTMENT TO THE HUNTINGDONSHIRE COMMUNITY SAFETY PARTNERSHIP

The Panel are to appoint a representative to the Huntingdonshire Community Safety Partnership.

Contact Officer: A Green 01223 752549

8. OVERVIEW AND SCRUTINY WORK PROGRAMME (Pages 65 - 68)

The Overview and Scrutiny Work Programme is to be presented to the Panel.

Contact Officer: A Green 01223 752549

Dated this 2nd day of September
2020



Head of Paid Service

Disclosable Pecuniary Interests and Non-Statutory Disclosable Interests

Further information on [Disclosable Pecuniary Interests and Non - Statutory Disclosable Interests is available in the Council's Constitution](#)

Filming, Photography and Recording at Council Meetings

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Arrangements for these activities should operate in accordance with [guidelines](#) agreed by the Council.

Please contact Mr Adam Green, Democratic Services Officer (Scrutiny), 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.

Agenda and enclosures can be viewed on the [District Council's website](#).

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HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (CUSTOMERS AND PARTNERSHIPS) held in the Civic Suite 0.1A, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Thursday, 5th March 2020

PRESENT: Councillor Mrs A Dickinson – Chairman.

Councillors T D Alban, B S Banks, S Bywater, J W Davies, Ms A Diaz, D A Giles, Mrs S Smith, Mrs J Tavener and Mrs S R Wilson.

APOLOGY: An apology for absence from the meeting was submitted on behalf of Councillors S J Criswell.

IN ATTENDANCE: Councillors K P Gulson, Mrs P A Jordan, J M Palmer, K I Prentice and R J West.

58 MINUTES

The Minutes of the meeting held on 6th February 2020 was approved as a correct record and signed by the Chairman.

59 MEMBERS' INTERESTS

Councillor T D Alban declared a non-statutory disclosable interest in relation to Minute Number 61 as his employers engage in business with the NHS.

Councillor S Bywater declared a non-statutory disclosable interest in relation to Minute Number 61 as a Member of Cambridgeshire County Council, a public body which oversee the Public Health function.

Councillor D A Giles declared a non-statutory disclosable interest in relation to Minute Number 61 as a Member of Cambridgeshire County Council, a public body which oversee the Public Health function.

Councillor S R Wilson declared a non-statutory disclosable interest in relation to Minute Number 61 as she is employed by the Cambridgeshire Community Service Immunisation Team.

60 NOTICE OF KEY EXECUTIVE DECISIONS

The Panel received and noted the current Notice of Key Executive Decisions (a copy of which has been appended in the Minute Book) which has been prepared by the Executive Leader for the period 1st March 2020 to 30th June 2020.

61 HEALTH AND WELL-BEING STRATEGY CONSULTATION

The Executive Councillor for Leisure and Health introduced the Cambridgeshire and Peterborough Director for Public Health, Dr Liz Robin and thanked her for

bringing the consultation draft of the Joint Health and Wellbeing strategy for Cambridgeshire and Peterborough to the meeting.

The Executive Councillor added that there is a shared aspiration across Cambridgeshire and Peterborough to provide the best health outcomes for the community and people. He reminded all present that the District Council has a significant role to play in improving health and preventing ill health through the services its provide, such as: housing and homelessness prevention; welfare, benefit provision and income maximisation directly and through funding of voluntary sector agencies; community development and safety; leisure provision; economic development and prosperity and the running of direct employment support services; licensing; parks and open spaces and planning policy and development.

Members were informed that the Council fully embraces the 'Think Communities' approach and that a Huntingdonshire place-based board is about to be launched. The purpose of the board is to collaborate with all public bodies as well as the voluntary sector and encourage a different conversation with the community that will reflect their own and unique needs. In addition, the Executive Councillor stated that the Council clearly understands that the residents are not users of a single service and to draw lines at organisational boundaries is to fundamentally misunderstand how lives are lived.

If a consistent and easily understandable set of messages across all agencies is not provided, then solutions will be delivered that fail to achieve their full potential. It is for these reasons that increasingly the Council is using its customer front doors to remove organisational barriers, rather than to hand off.

Dr Robin explained to the Panel that the Health and Wellbeing Board is responsible for managing the consultation, however sub-committees have been established which will oversee the day to day running of the consultation. Dr Robin then outlined the structure and content of the draft Health and Wellbeing Strategy and explained that the Strategy was about all partners taking action to achieve the objectives.

Councillor Alban asked whether there is a consideration on how Cambridgeshire and Peterborough interacts with neighbouring Health and Wellbeing Services, as residents tend to gravitate towards the nearest services, even if they are over the border. In response the Panel was informed that it is recognised that residents will approach their nearest services even if the service is located in a different authority to where they live, e.g. residents in Wisbech, Cambridgeshire tend to use services at Queen Elizabeth Hospital in King's Lynn, Norfolk. However, work is ongoing and the Clinical Commissioning Group (CCG) does interact with neighbouring CCG's on this matter.

A comment was made, by Councillor Alban, that the is a focus on homelessness is solely in Cambridge and Peterborough and not in the rural areas. He commented that Stilton are contributing towards the Peterborough Light Project and asked if the Strategy could recognise the vital contribution rural areas can make in helping to reduce homelessness. In response Dr Robin stated that tackling homelessness would benefit the whole of the County. Also, those that are homeless generally tend to originate from rural communities and then gravitate towards the cities.

In comparing the Strategy to South Tyneside's Strategy, Councillor Bywater commented that South Tyneside's Strategy has more detail in terms of the diagrams. The example was made that it is difficult to understand what diagram on page five of the Strategy means and how it relates to the text.

Whilst discussing new transport infrastructure and access to public transport services for both existing and new communities, Councillor Bywater raised the concern that there are settlements that maybe missed and will therefore not be considered when developing new transport infrastructure, particularly as the map on page four does not show all of them.

The Strategy also mentions school readiness, however Councillor Bywater asked who is going to be responsible for getting children school ready, will it be the parents, schools or County Council. Dr Robin stated that there is a focus on parents in order to prevent long term health issues developing in children and this is a statutory document which focuses from pre-birth to 5 years.

Councillor Bywater was asked if the Strategy was the best that can be produced and whether a Strategy could be produced which the average person could read without the need for clarification. Dr Robin stated that it is difficult to get the balance between detail and accessibility but assured the Panel that the aim is to produce a Strategy that people will want to read.

Councillor Giles suggested it would be useful if the Strategy gave examples of proposed actions and the impact of those actions. In addition, there should also be a commitment for regular reports of the actions. In response, the Members were informed that the challenges to adding examples of actions is that more detail would be required therefore making it less likely that the Strategy will be picked up and read. Dr Robin added that it is hoped the Strategy would not lead to duplication of work, rather it would lead to partners working together to tackle health issues, with the Health and Wellbeing Board helping to unlock the issues.

In discussing the outcomes listed within the Strategy, Councillor Wilson commented whether the number of outcomes were realistic and whether it would be better to focus on a few good projects and strive to resolve them as it was recognised that things take time to change. In response, Dr Robin recognised it was an ambitious Strategy and accepted that it does take a while to see change but it does happen as seen with teenage pregnancy rates and smoking rates.

Whilst discussing housing, Councillor Wilson queried what could realistically be done as the Council are tied by national planning policy. Dr Robin informed the Panel that the objectives listed in the Strategy are drawn from practice and that the Strategy has been to the Planning Policy Forum where it was confirmed it complied with planning policy.

Councillor Gulson suggested the Strategy should have a targeted approach whereby it would state what Key Performance Indicators (KPI) will be achieved in year one, year two, year three, etc, and these KPIs would go down to district level. Councillor Gulson believes that this would have the effect of prioritising the initiatives. Responding to the suggestion, Dr Robin stated that the Health and Wellbeing Board reviewed a lot of data to identify the priorities and that the prioritisation that is being suggested would come later via an Action Plan.

Councillor Tavener commented that the Strategy should look to build upon the work already done, particularly by the Districts, and that an Action Plan should be produced to accompany the Strategy. Dr Robin responded by recognising the good work done by various organisations, including District Councils, and that people need to learn from it.

Following a query regarding patient participation groups, it was confirmed that the Health and Wellbeing Board are working with them and that the patient participation groups usually link up via the CCG.

The Executive Councillor commented that the Strategy needs to have clear aims and objectives and explain the role of the District Council in fulfilling those aims and objectives particularly around the prevention agenda and the contribution of the Council services around the wider determinants of health. In addition, the Executive Councillor commented that getting residents to staying healthy throughout life was an important objective, however the Strategy does not make a corresponding correlation with the root causes of unhealthy living, which again proves the need for a prevention agenda to be at the heart of the recommendations. Dr Robin stated that others have also given similar feedback.

Councillor Morris agreed with the Executive Councillor but asked whether there needed to be a stronger focus on encouraging physical activity. In addition, Councillor Banks added that general eating habits are key in helping people maintain their health and wellbeing. Councillor Jordan stated that she agreed with the point that there should be clear aims and objectives and that it should be explained what the District Council can do to achieve these.

Councillor West expressed concern as to whether the Strategy places enough value on the health and wellbeing benefits of physical activity and particularly those produced by community groups such as walking groups, cycling groups and friendship groups. In response, it was stated that the importance of organisations is recognised but that the partnership landscape needs simplifying for the residents.

The Executive Councillor also commented that the Strategy lacks a vision statement and it is unclear whether the vision is to improve people's health outcomes, prevent ill health, stop the worse health conditions getting worse or another objective. Dr Robin confirmed the vision is to improve health outcomes and reduce health inequalities.

When asked about how cooperation works in cases such as a pandemic flu crisis, Dr Robin stated that there are a range of strategies to deal with such events. Locally a range of organisations come together to coordinate a response, in the case of a national event the national body coordinates a response with actions communicated between the layers.

The Panel recognised that the Think Communities element is important as it will see services tailored for the benefit of the community. Also working collaboratively is important but Members added that it was also important to have priorities, which was recognised to be missing from the Strategy.

RESOLVED

It was agreed that the comments from the meeting will be pulled together and presented as part of the District Council's consultation response.

(At 7.05pm, during the consideration of this item, Councillor J P Morris entered the meeting.)

(At 8.19pm, during the consideration of this item, Councillors K P Gulson, Mrs P A Jordan and R J West left the meeting and did not return.)

(At 8.20pm, during the consideration of this item, Councillor J M Palmer left the meeting and did not return.)

(At 8.27pm, on the conclusion of this item, Councillor Mrs J Tavener left the meeting.)

62 EXCLUSION OF PRESS AND PUBLIC

RESOLVED

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

(At 8.28pm, during the consideration of this item, Councillor J P Morris left the meeting and did not return.)

63 AWARDING OF CONTRACTS FOR PUBLIC ADVICE AND VOLUNTARY SECTOR SUPPORT

With the aid of a report by the Operational Manager (People) (a copy of which has been appended in the Minute Book) the awarding of contracts for public advice and voluntary sector support was presented to the Panel.

Members commented on several aspects of the submitted bids and noted that the sums bid were the same for the bidders in both contracts, however they were assured that although bidders were notified of a notional budget sum, they had the opportunity to submit different sums but had elected not to do so.

The Panel also noted that the current provider recently had funding withdrawn by another Council and asked about the impact of this on the local contract. Officers assured the Panel that the tender process provided explicit links between funding for and delivery under the Huntingdonshire contract.

RESOLVED

The Panel agreed that the Cabinet should endorse the recommendations contained within the report.

(At 8.30pm, during the consideration of this item, Councillor J Tavener entered the meeting.)

64 RE-ADMITTANCE OF PRESS AND PUBLIC

RESOLVED

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

65 OVERVIEW AND SCRUTINY WORK PROGRAMME

With the aid of a report by the Democratic Services Officer (Scrutiny) (a copy of which is appended in the Minute Book) the Overview and Scrutiny Work Programme was presented to the Panel.

Chairman

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (CUSTOMERS AND PARTNERSHIPS) held as a remote meeting on Microsoft Teams on Wednesday, 17th June 2020

PRESENT: Councillors T D Alban, B S Banks, S J Criswell, J W Davies, Ms A Diaz, Mrs A Dickinson, D A Giles, Mrs S Smith, Mrs J Tavener, D M Tysoe and Mrs S R Wilson.

1 ELECTION OF CHAIRMAN

RESOLVED

that Councillor D M Tysoe be elected Chairman of the Panel for the ensuing Municipal Year.

Councillor D M Tysoe in the Chair.

2 MEMBERS' INTERESTS

No declarations of interests were received.

3 APPOINTMENT OF VICE-CHAIRMAN

RESOLVED

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

4 CAMBRIDGESHIRE COUNTY COUNCIL HEALTH COMMITTEE

RESOLVED

that Councillor Mrs J Tavener be appointed as a non-voting co-opted Member to the Cambridgeshire County Council Health Committee and that Councillor Mrs S R Wilson be appointed as the substitute Member.

Chairman

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

Prepared by: **Councillor R Fuller, Executive Leader of the Council**
 Date of Publication: **19 August 2020**
 For Period: **1 September 2020 to 31 December 2020**

Membership of the Cabinet is as follows:-

Councillor Details		Councillor Contact Details
Councillor Mrs M L Beuttell	Executive Councillor for Operations and Environment	Care of Huntingdonshire District Council Pathfinder House St Mary's Street Huntingdon PE29 3TN Tel: 01480 388388 E-mail: Marge.Beuttell@huntingdonshire.gov.uk
Councillor S Bywater	Executive Councillor for Community Resilience and Well-Being	9 Crabapple Close Sawtry Huntingdon PE28 5QG Tel: 07984 637553 E-mail: Simon.Bywater@huntingdonshire.gov.uk
Councillor R Fuller	Executive Leader of the Council and Executive Councillor for Housing and Economic Development	8 Sarah Grace Court New Road St Ives Huntingdon PE27 5DS Tel: 01480 388311 E-mail: Ryan.Fuller@huntingdonshire.gov.uk

<p>Councillor J A Gray</p> <p>Executive Councillor for Finance and Resources</p>	<p>Vine Cottage 2 Station Road Catworth Huntingdon PE28 OPE</p> <p>Tel: 01832 710799 E-mail: Jonathan.Gray@huntingdonshire.gov.uk</p>
<p>Councillor D Keane</p> <p>Executive Councillor for Corporate Services</p>	<p>1 Bells Villas Mill Street Houghton Cambridgeshire PE28 2BA</p> <p>Tel: 01480 467147 E-mail: David.Keane@huntingdonshire.gov.uk</p>
<p>Councillor J Neish</p> <p>Deputy Executive Leader and Executive Councillor for Strategic Planning</p>	<p>7 Willow Green Needingworth St Ives Cambridgeshire PE27 4SW</p> <p>Tel: 01480 466110 E-mail: Jon.Neish@huntingdonshire.gov.uk</p>
<p>Councillor K Prentice</p> <p>Executive Councillor for Leisure and Regulatory Services</p>	<p>2 Ushers Court 89 Great North Road Eaton Socon St Neots PE19 8EL</p> <p>Tel: 01480 214838 E-mail: Keith.Prentice@huntingdonshire.gov.uk</p>

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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 the [District Council's website](#).

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)

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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 (paragraph no.)	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Community Chest Grant Aid Awards 2020/21	Grants Panel	2,16, & 30 Sept 2020 14 & 28 Oct 2020		Claudia Deeth, Team Leader Community Safety Tel No: 01480 388233 or email: Claudia.Deeth@huntingdonshire.gov.uk		R Fuller & S Bywater	Customers and Partnerships
Proposed Judicial Review: Conservation Area Character Statements***	Cabinet	17 Sep 2020		Louise Brown, Conservation and Environment Team Leader	3, 5	J Neish	Customer and Partnerships
Corporate Plan Refresh 2020/21***	Cabinet	17 Sep 2020		Dan Buckridge, Business Intelligence and Performance Manager Tel No 01480 388065 or email Daniel.Buckridge@huntingdonshire.gov.uk		R Fuller	Performance and Growth

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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 (paragraph no.)	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Housing Strategy to 2025***	Cabinet	22 Oct 2020		David Edwards, Corporate Director (Interim) Tel No: 01480 388832 or email: David.Edwards@huntingdonshire.gov.uk		R Fuller	Performance and Growth
Housing Development on Council Owned sites***	Cabinet	22 Oct 2020		Adrian Davey, Housing Delivery Consultant Tel No: 07947 816050 or email: Adrian.Davey@huntingdonshire.gov.uk		R Fuller	Customer and Partnerships
Healthy Open Spaces and Play Strategy	Cabinet	22 Oct 2020		Mrs Helen Lack, Development Manager Tel No: 01480 388658 / email Helen.Lack@huntingdonshire.gov.uk		M L Beuttell	Customers and Partnerships

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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 (paragraph no.)	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Approval of Council Tax Base 2021/22***	Chairman of Corporate Governance and Section 151 Officer	7 Dec 2020		Amanda Burns, Benefits Manager Tel No: 01480 388122 or email: Anmanda.Burns@huntingdonshire.gov.uk		J A Gray	Performance and Growth
Puckden Neighbourhood Plan***	Cabinet	10 Dec 2020		Clare Bond, Planning Policy Team Leader Tel No: 01480 388435 or email: Clare.Bond@huntingdonshire.gov.uk		J Neish	Performance and Growth
Lettings Policy Review	Cabinet	10 Dec 2020		Jon Collen, Housing Needs and Resource Manager Tel No: 01480 388220 or email Jon.Collen@huntingdonshire.gov.uk		R Fuller	Customers and Partnerships

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Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Cambridgeshire Home Improvement Agency
Annual Report 2019/20

Meeting/Date: Overview and Scrutiny Panel (Customers and
Partnerships) – 10th September 2020

Executive Portfolio: Executive Councillor for Community Resilience
and Wellbeing

Report by: Operational Manager (People)

Wards affected: All

Executive Summary:

This paper presents the annual report of the Cambridgeshire Home Improvement Agency and offers the opportunity for members to consider and comment on it.

Recommendation(s):

The Overview and Scrutiny Panel is invited to consider and comment on the report attached at Appendix A and the accompanying presentation by the Cambridgeshire Home Improvement Agency.

1. PURPOSE OF THE REPORT

- 1.1 This paper is to present the 2019-20 annual report and an accompanying presentation from the Cambridgeshire Home Improvement Agency (HIA) and give Members the opportunity to consider and comment upon its content. The report is attached at Appendix A.

2. WHY IS THIS REPORT NECESSARY/BACKGROUND

- 2.1 Cambridgeshire HIA provides services to Huntingdonshire District Council, Cambridge City Council and South Cambridgeshire District Council under a shared services agreement which commences in April 2019 and runs for three years.
- 2.2 The HIA manages a grants and works programme to carry out residential adaptations for householders with disabilities. These works are funded by a combination of Government grant and Local Authority contributions.
- 2.3 All three Councils are represented on the HIA Board which offers management oversight. The annual report and presentation offers the opportunity for wider oversight of the HIA's work.

3. LINK TO THE CORPORATE PLAN, STRATEGIC PRIORITIES AND/OR CORPORATE OBJECTIVES

- 3.1 The work of the HIA contributes to the corporate objective to “make Huntingdonshire a better place to live, to improve health and well-being and support people to be the best they can be”.

4. LEGAL IMPLICATIONS

- 4.1 This report is for information and comment, so has no immediate legal implications.

5. RESOURCE IMPLICATIONS

- 5.1 This report has no immediate resource implications .

6. LIST OF APPENDICES INCLUDED

Appendix 1 – HIA Annual Report 2019-20

7. BACKGROUND PAPERS

None.

CONTACT OFFICER

Name/Job Title: Finlay Flett. Operational Manager (People)
Tel No: 01480 388377
Email: finlay.flett@huntingdonshire.gov.uk



Cambs Home Improvement Agency Annual Report 2019 - 2020

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Introduction

by our Lead Councillors

Another fantastic year saw Cambs HIA continue to build on its relationship with other Health, Housing and Social Care partners resulting in the councils' extending the Shared Agency Service for a further three years until 2022.

With grants totalling £3.4m across Cambridge City, South Cambridgeshire, and Huntingdonshire, the time people are waiting to be assessed by an Occupational Therapist has improved.

The average time to complete adaptations has reduced by half in the last 3 years.

Building on the 2019 *Adaptations Without Delay* publication by the Royal College of Occupational Therapists (RCOT), Level 4 Trusted Assessors at the Agency have attended training alongside Occupational Therapy colleagues to enhance their understanding of how to complete non-complex assessments.

Cambs HIA has also supported more residents who are not eligible for grant funding in the last 12 months, supporting the self funded market and increasing independence for *all* residents of Cambridgeshire as well as those on low incomes.

Two new Specialist Housing Advisors support those who need to move instead of adapting their homes. The roles which are covered in this report, have enabled people to relocate to more suitable housing supported by Relocation Grants administered by Cambs HIA.

The Agency was awarded **South Cambridgeshire District Council's 2019 Team of The Year** in recognition of the improvements that they have made in supporting elderly and disabled people in our communities.

Cllr. Richard Johnson
Cambridge
City Council



Cllr. Hazel Smith
South Cambridgeshire
District Council



Cllr. Ryan Fuller
Huntingdonshire
District Council



Governance

In 2012, Cambs Home Improvement Agency was the first shared service in Cambridgeshire, combining South Cambridgeshire, Huntingdonshire and Cambridge City Councils.

Our Management Board:



Helen Reed,
Housing Strategy
Manager,
**Cambridge City
Council**



Finlay Flett,
Operational
Manager,
**Huntingdonshire
District Council**



Julie Fletcher,
Head of Housing
Strategy,
**South Cambs
District Council**



Lisa Sparks,
Commissioner
(Adults),
**Cambridgeshire
County Council**



Frances Swann,
Manager,
**Cambs Home
Improvement
Agency**



Julia Hovells,
Principal
Accountant,
**Cambridge City
Council.**

Welcome

Welcome to our Annual Review for Cambs Home Improvement Agency. This review provides an update on the work completed in the previous 12 months.

A Message from Our Manager, Frances Swann:

Cambs HIA is continuing to improve. The time taken to complete adaptations valued at <£10,000 took an average of 16 weeks in 19/20 and 23 weeks for those valued at >£10 000.

There were fewer referrals in 19/20, resulting in the agency marketing grants more than in previous years. Whilst collectively the Better Care Fund (BCF) Allocation for Disabled Facility Grants was fully spent, demand in Cambridge City was lower than expected and continuously higher in Huntingdonshire.

The Agency completed a lot of staff training in 2019/20 and introduced a new Trainee Surveyor role.

We hosted and visited other HIA's across the region to share and develop best practice and I was pleased to be invited to be a guest speaker at the Foundations Annual Roadshow in London.

We look forward to 2020/21 and all the challenges it presents both in terms of our response to the Coronavirus and in preparation for a new IT system.

As always, my thanks to all the staff and partners who support our work.



About Us

The agency completed £3.3m worth of adaptations in our client's homes. £2.8m of this came from the government to ensure disabled adults and children can remain living independently in their own homes. This represents 63% of the county's total allocation.

Cambs HIA continues to provide information and advice and refer clients on to other services who can meet their broader health and well-being needs. We have also worked with the new Specialist Housing Advisors to identify people who could be offered advice and support to move to more suitable properties.

Cambs HIA also delivered £149,000 of repairs for householders across Cambridge City and South Cambridgeshire – this includes replacing boilers, roof repairs and remedying problems with damp or improving energy efficiency.



South Cambs District Council's Team of the Year Award

On the 22nd of January, the team were honoured with winning the South Cambs District Council's Team of the Year Award for the vast improvements that have been made to the service provided by considerably slashing timescales for both minor and major adaptations across all three districts.

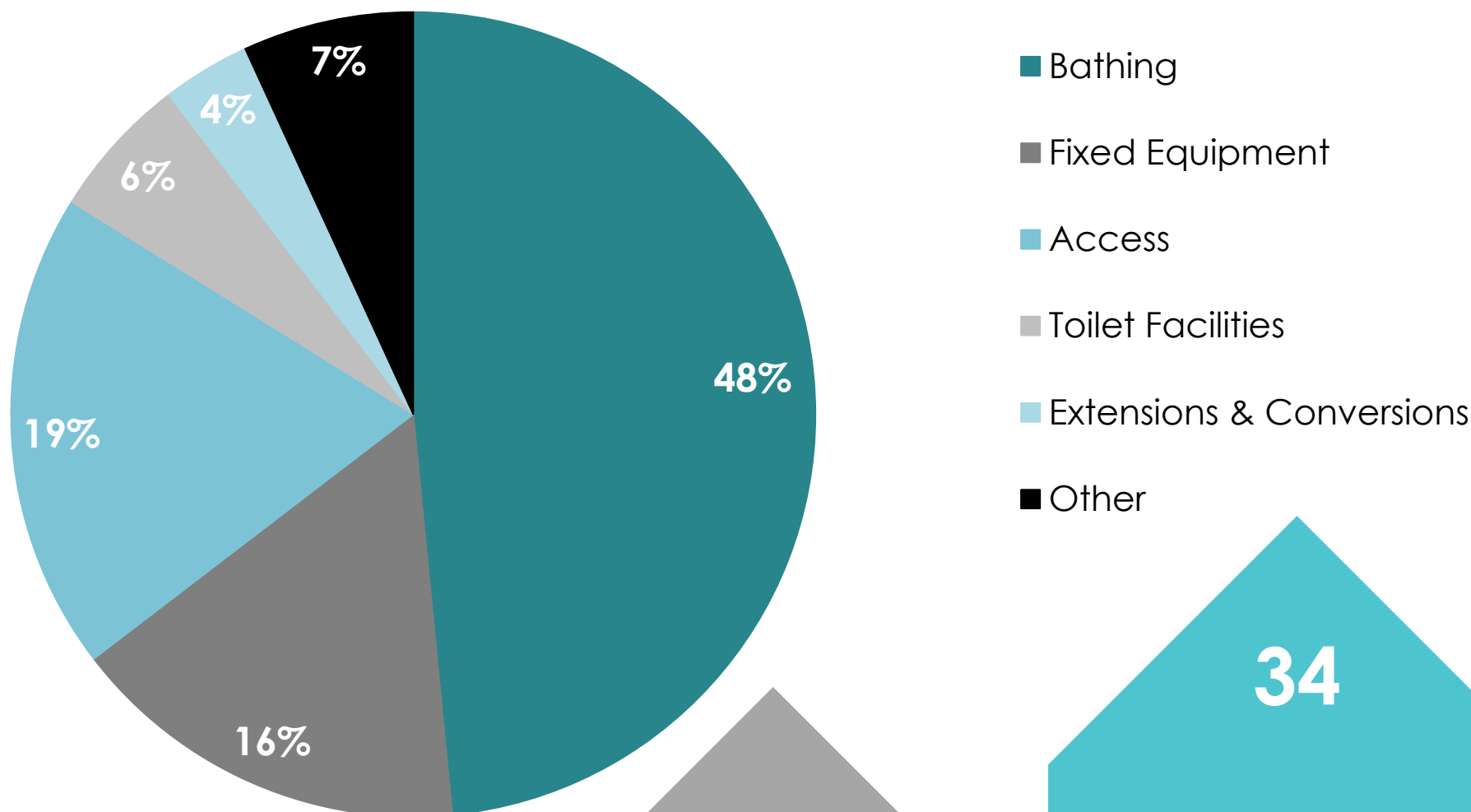
2019 – 2020: Highlights

Completed Works

In 2019/20 we enabled **352** disabled and elderly people to adapt their homes.

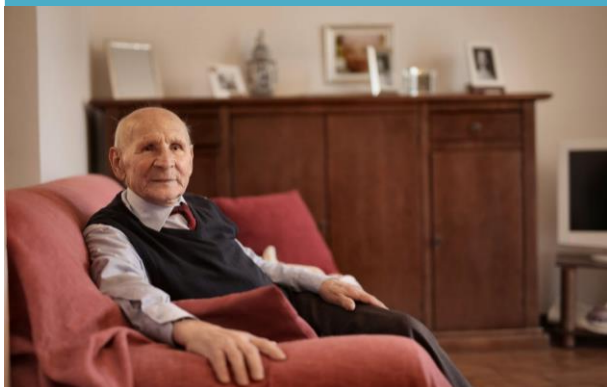
Cambs HIA also supports clients to identify ways of funding work which exceeds the upper limit of £30,000 per grant.

Types of DFG completed



18

Private jobs completed for clients ineligible for a grant



27

Repair grants completed in South Cambridgeshire & Cambridge City



34

Disabled Facilities Grants completed for disabled CHILDREN across all 3 districts.

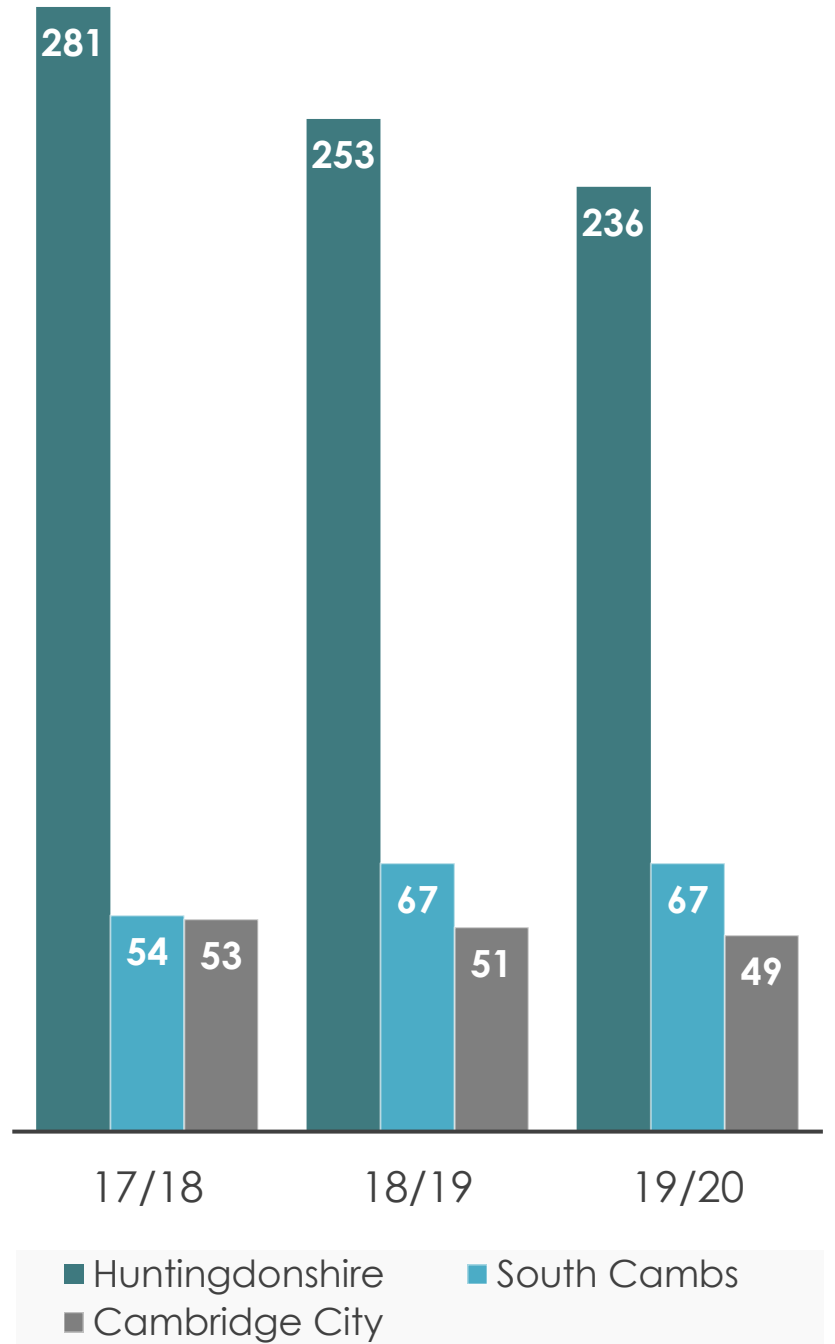


418

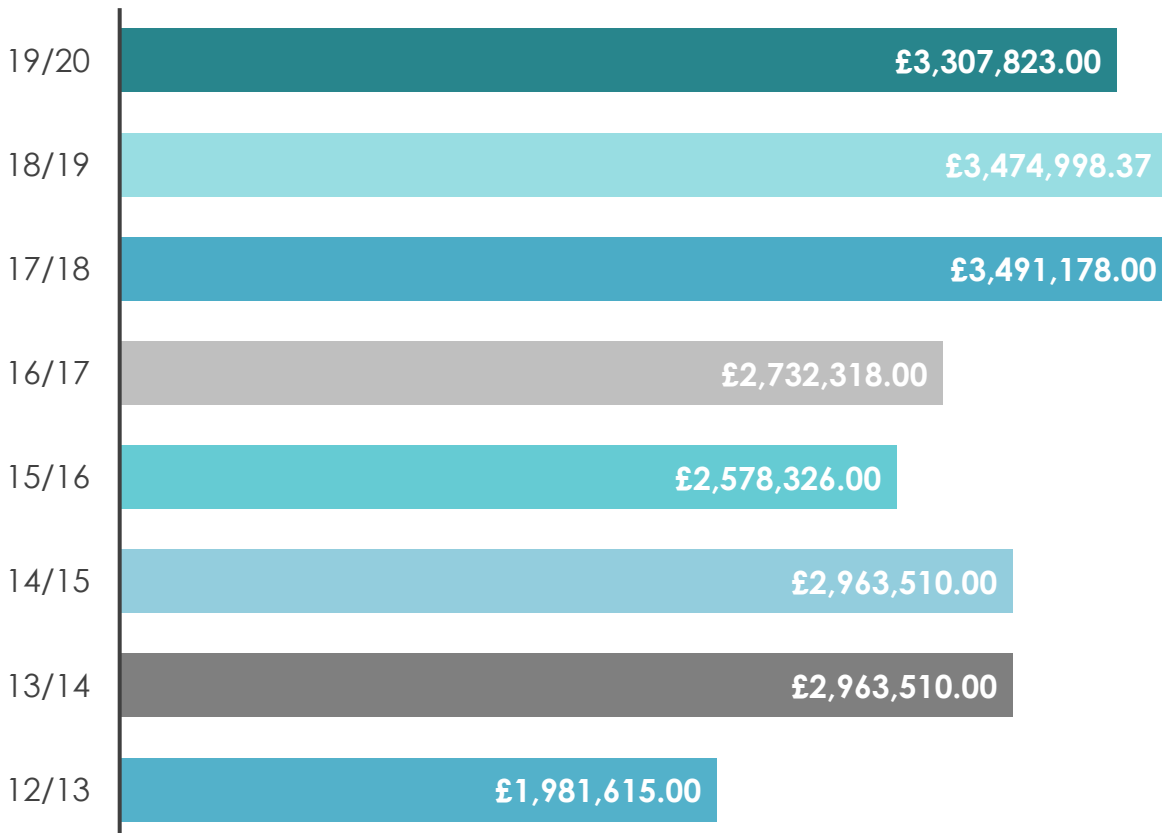
preliminary test of recourses completed to check client eligibility



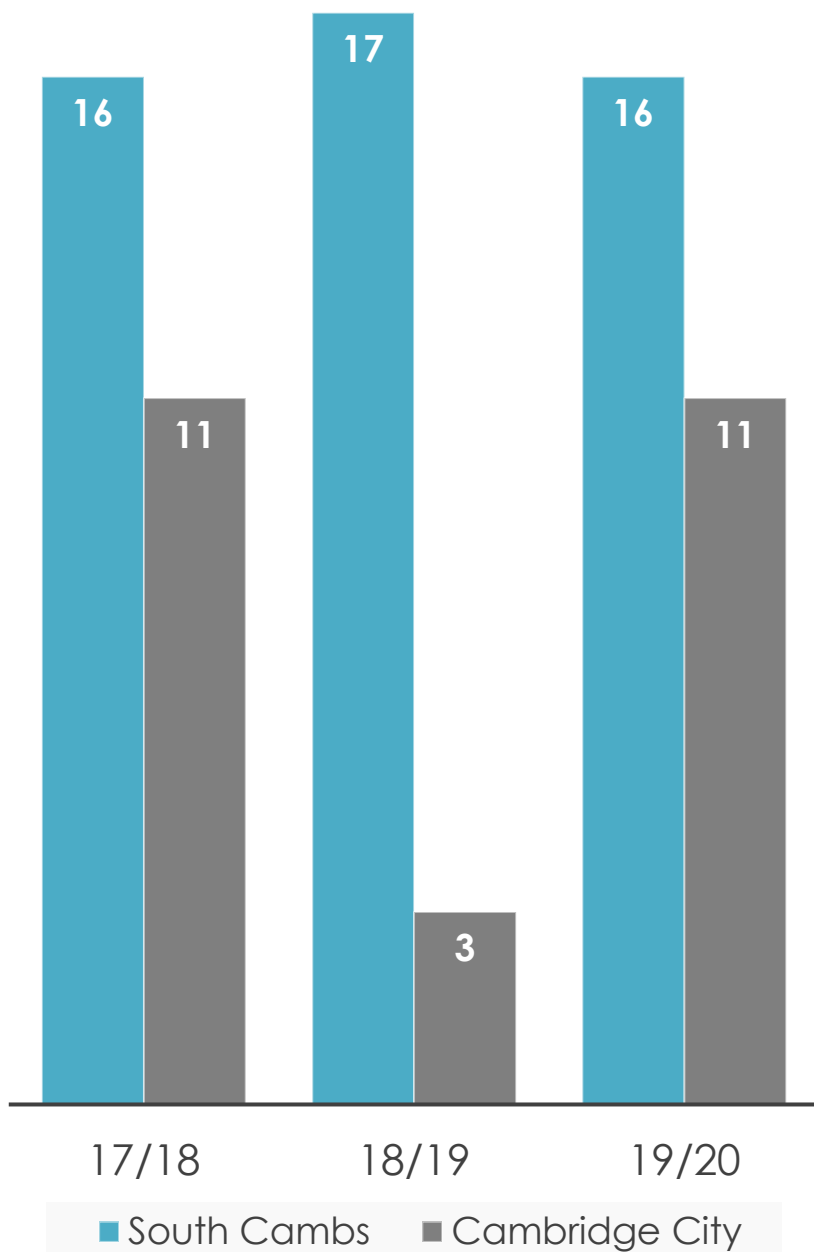
Disabled Facilities Grants Completed



DFG Spend

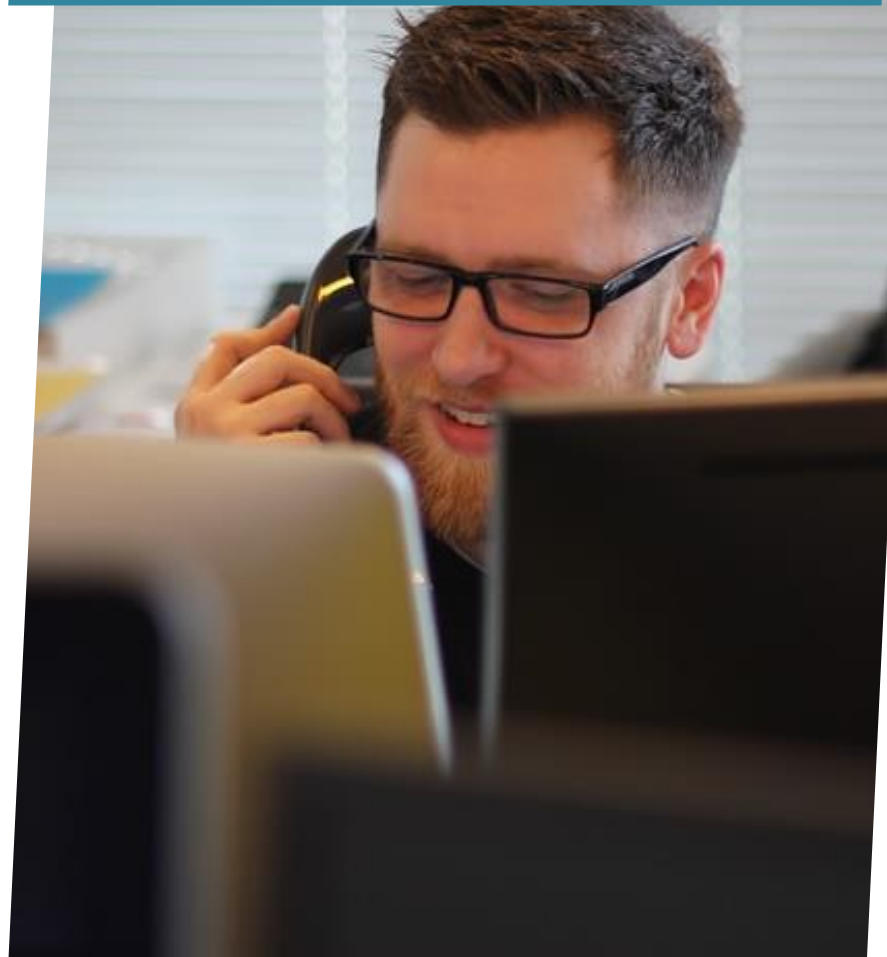


Repairs Grants Completed



9,000

phone calls were answered by the agency in 2019/20



“Thank you so much for all the home improvements you have done for me. It is going to make a huge difference for me this winter. I have felt the benefit already!”

Onward referrals

We made **67** onward referrals last year to help people:



Get housing advice



Claim benefits they are entitled to



Request fire safety checks



Improve their home security



Install a Community Alarm

Working with Others



Sam Lee

SEND Housing Advisor

Cambridgeshire County Council

The SEND Specialist Housing Advisors (previously one full time position but now 2 part time positions) are part of the Disability Social Care 0-25 Service in Cambridgeshire County Council. This role supports families to think about their housing needs as early as possible and understand their options, so they can plan for the future as their child gets older (and bigger!).

We work with families, housing providers, District Councils, Occupational Therapists, health colleagues and Social Workers to support their move to a property that will suit them now and in the future. We support families to think about what their future home needs to be like, access to education,

opportunities in the community for the child or young person as they get older, transport and other support the family may have as well as being realistic about their choices and availability of properties. We can support with the decision making process, navigating the various systems, thinking about different renting and purchasing options and the practical aspects of planning and actually moving house.

This year we have supported 54 families to move into a home that suits them better. These moves not only improve family life and outcomes for children but avoid spend from the DFG budget and can reduce support, transport and education costs for many years to come.



Emma Hudson

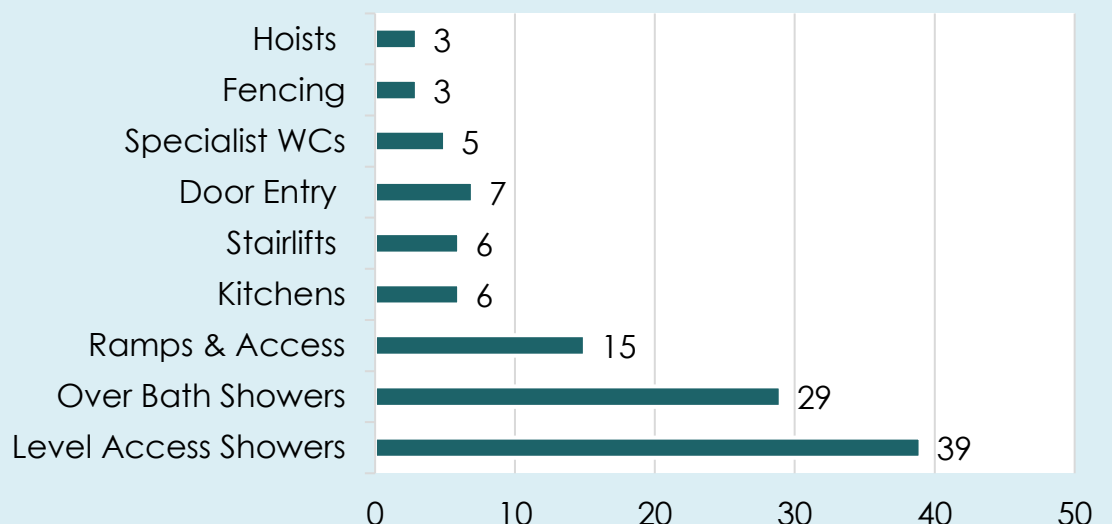
Adaptions Officer

Cambridge City Council

In 2019/20 Cambridge City Council had a budget of £858,000 for our council homes. We managed to spend £672,000 of that budget, which included 68 bathing adaptations, as well as 7 hoist in 3 properties.

We also relocated 6 people to different houses that better suited their needs, one that also included the adaptations made in their previous home.

Works Completed 2019- 2020





Ruth Oakley

Specialist Housing Advisor Cambridgeshire County Council

I am the Specialist Housing Advisor-Adults (18+), based in the Adult Early Help Team at the County Council. My role evolved from the recognition of the need to help develop the early conversations around housing and its importance on the impact of people's health and wellbeing.

My role develops links with many partners to try and source suitable properties for people to rehouse too, where a significant adaptation through the DFG fund would be needed to remain independent and safe at home. Rehousing to an already adapted or suitable home, not only helps with cost saving to the DFG budget but it enables people to remain living in a suitable home, meeting their health and social care needs in the longer term.

I work very closely with Housing Providers, District Councils and Occupational Therapists by developing links and encourage rethinking to include a person's home environment, as well as the person.

To date, I have successfully moved 39 households, throughout Cambridgeshire supporting people to continue living full and independent lives in a safe and suitable home.

I also help educate other teams with knowledge on Housing, so they have the confidence to include Housing as part of their Early Conversations. I am currently working on developing Practitioner Factsheets on various housing subjects that will be available throughout CCC.

1. 197 Rehousing Case Referrals since January 2019 predominantly for adults with varying disabilities including MS, wheelchair users etc and various age related mobility/health issues.
2. 39 people rehoused since January 2019 –

majority to bungalows/level access and adapted homes including Extra Care Schemes. This also helps free up larger homes for families.

3. 21 current open cases waiting to be rehoused.
4. Cost savings – Approx. £310,000 to date of savings through adaptation avoidance only. This figure would be far greater if it included savings as result of reduced benefit payments, reduced social care packages and admissions to hospital as a result of unsuitable housing.

Working with Others



South
Cambridgeshire
District Council

Adaptations Team

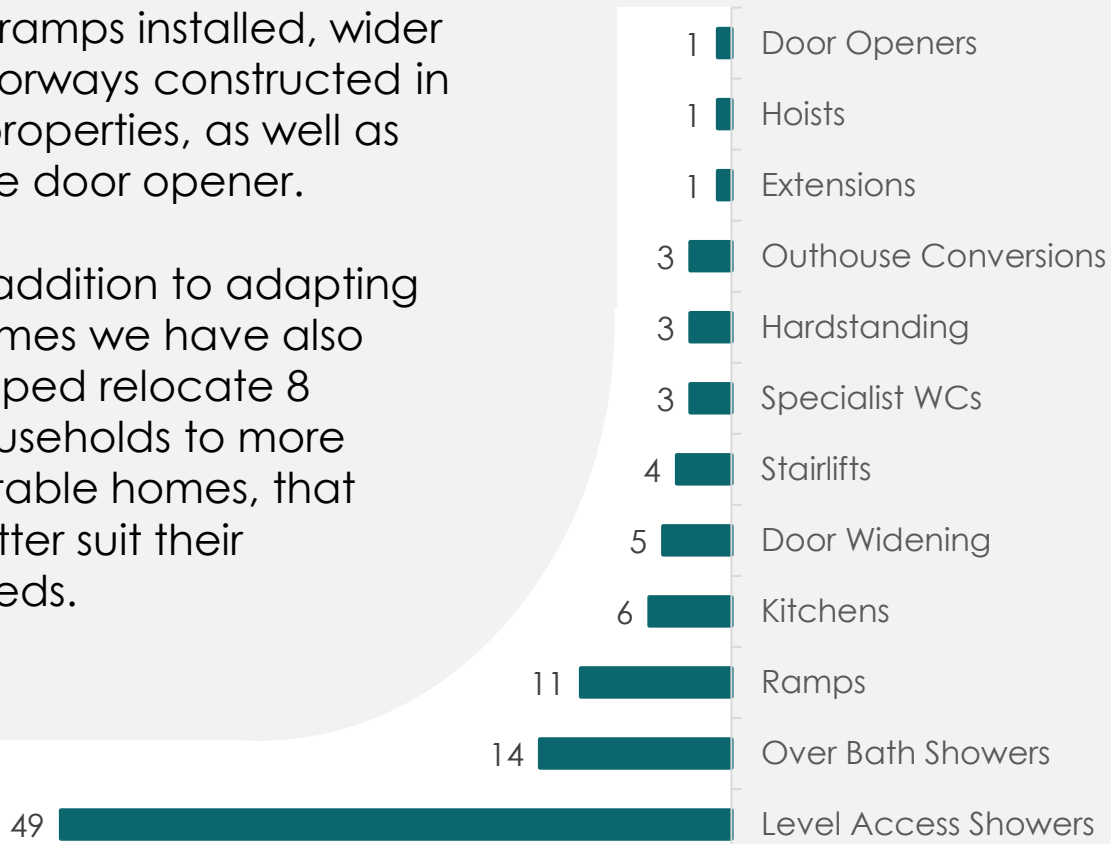
South Cambs District Council

In 2019/20 South Cambs District Council had a budget of £808,000 for our council stock. The majority of our adaptations are to help our residents bathe – we installed 49 level access showers and 14 over bath showers. Access to

their homes follows with 11 ramps installed, wider doorways constructed in 5 properties, as well as one door opener.

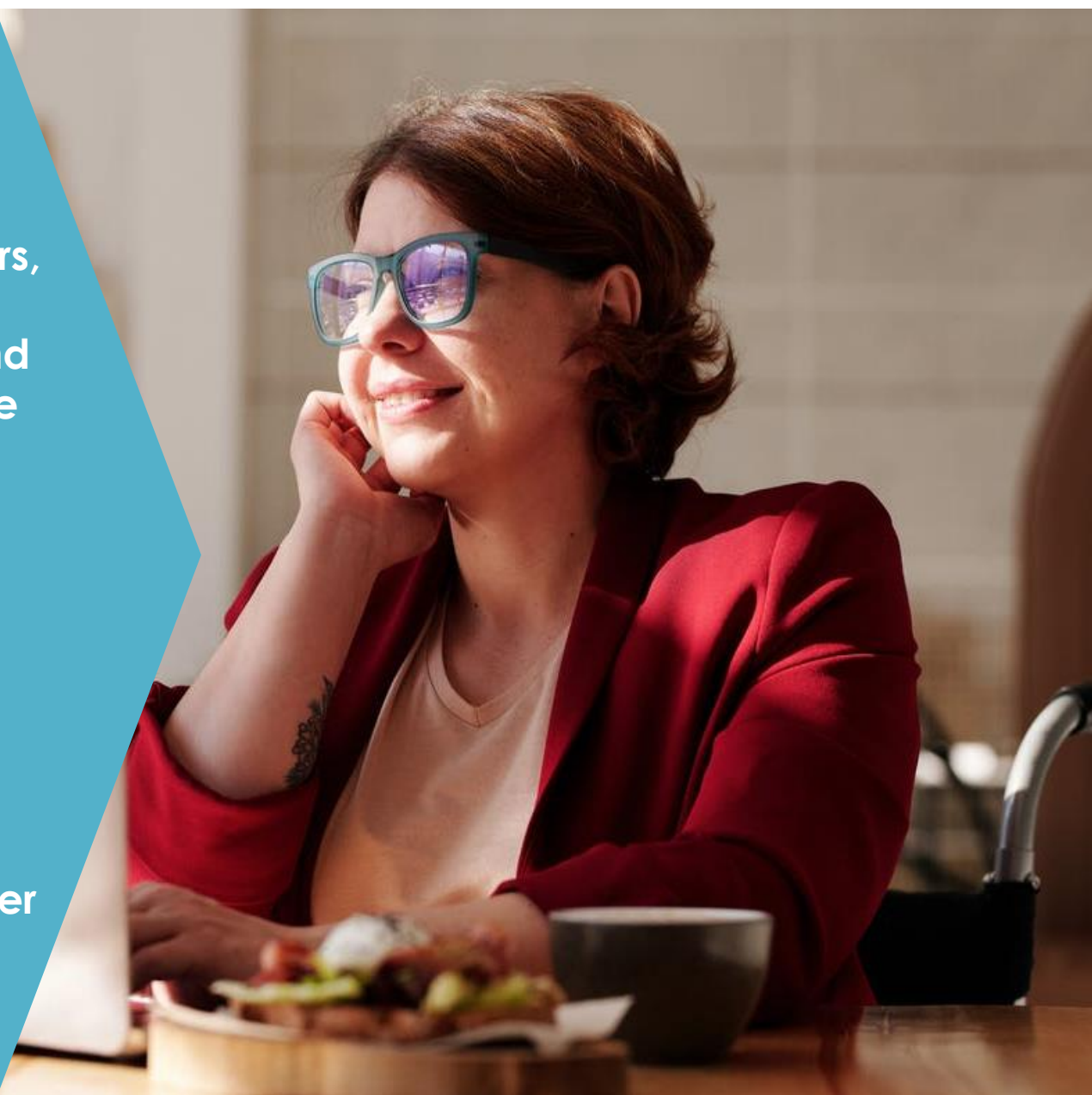
In addition to adapting homes we have also helped relocate 8 households to more suitable homes, that better suit their needs.

Adaptations in 2019/2020



A great message from a Complex Housing OT:

"Dear HIA and the builders, I went and reviewed [address] this morning and it's amazing – it has made such a difference to Caroline's life and she's able to sleep in her bed rather than on the sofa - she is over the moon! I appreciate all the hard work that you all did to achieve this and make a lasting difference to how she manages her pain, her condition and how she looks after her boys!"



Self-Funders

Last year, the Royal College of Occupational Therapists (RCOT) issued a new guide called Adaptations without Delay. It highlighted an increased and growing need to support self-funders to access adaptations. Self-Funders are those who are not assessed as being financially eligible for a grant, possibly because their income or occupational pensions are too high.

In 2019/20, we saw a steady increase in the number of people approaching us to help with adaptations from people assessed as needing to pay for the works themselves without any grant.

We are keen to grow this market and to make sure that older people are

supported with their adaptation needs, so we've put together a new procedure whereby our customers will be able to make staged payments for work that they are self-financing.

Self-funders also are not limited to the most cost-effective adaptation which is a requirement for those accessing grants. This means that self-funders can exercise more choice about the type of adaptation that they can afford to have in their home.

We are keen to make sure that we support all older and disabled people who cannot manage works themselves be it via the grant route or as self-funders.

The Royal College of Occupational Therapists also talked about the use of Trusted Assessors for non-complex adaptations which the team at Cambs HIA are also now trained to do.

Although there are pensioners who are experiencing poverty, Cambridgeshire is also broadly speaking an affluent area which means increasing numbers of older people are not eligible for low income benefits. We are trying to break down the myth that homeowners and people with savings can't access grants and have produced some simple case examples to help with this – that you can see on our *Explaining Eligibility* page.



“...Thankyou for all your time, effort, patience, understanding and care. It is very much appreciated...”

Explaining Eligibility

One of our aims this year was to try and debunk people's perceptions that they would be ineligible for any grant funding. We set out to create and share real life examples (while hiding client's true identities).

We took a variety of scenarios showing homeowners and renters with varying amounts of savings and ages, as well as those on benefits. This showed that even with savings, people were eligible for some if not all their costs for an adaptation.

We find that homeowners especially don't realise they may be entitled to help with adapting their homes and the statistics below show how vital our service is to those who don't have much if anything in savings.

Hello I'm Mina

I'm 36 years old and I live in my own home with my daughter

Because I have a household income under £15,050 a year and get Child Tax Credits, I qualify for a Disabled Facilities Grant from the Council to pay for access to a ground floor toilet



CHIA
Improving Homes - Improving Lives


45% of older homeowners who are still paying off their mortgage have no savings

18% of older homeowners have incomes below the poverty line

Hello we're Pam & Mick

We're in our 70's and we live in our own home

We get £310.52 per week from our pensions and have £25,500 in savings. We only had to pay £1,837.43 towards a Disabled Facilities Grant from the Council to pay for an adapted kitchen



CHIA
Improving Homes - Improving Lives

Hello I'm Dave

I'm 72 and I live with my son in my own home

I get £246.45 per week from my pensions and have less than £6,000 in savings. We only had to pay £1,837.43 towards a Disabled Facilities Grant from the Council to pay for a stairlift



CHIA
Improving Homes - Improving Lives

23% of older homeowners who have paid off their mortgage have no savings at all

Statement of Financial Activities

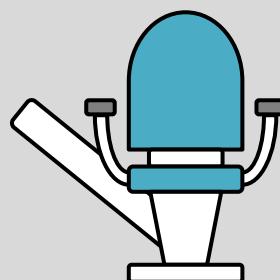
For 2017-2018, here are our statement of financial activities figures:

	31 March 2018	31 March 2019	31 March 2020
Income			
HIA Fees	(434,953)	(438,622)	(383,594)
External Funding (Cambridgeshire County Council, etc.)	(159,188)	(127,490)	(177,990)
Other Income (including landlord & client contributions, & fees from private works)	(10,611)	(42,603)	(40,245)
Total Incoming Resources	(604,752)	(608,715)	(601,829)
Expenditure			
Cost of generating funds	427,413	506,700	554,327
Total Resources Expended	427,413	506,700	554,327
Net Incoming/outgoing resources before recognised gains and losses	(177,339)	(102,015)	(47,502)
Trading (Surplus) /Deficit b/f	0	(177,339)	(279,354)
Trading (Surplus) /Deficit c/f	(177,339)	(279,354)	(326,856)

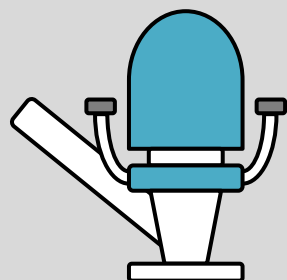
Last Year We...



...completed 352 Disabled Facilities Grants across the three districts totalling over £3,307,823



...developed our staff by creating a Trainee Surveyor post and enabled one of our Business Support Assistants to start a business administration diploma



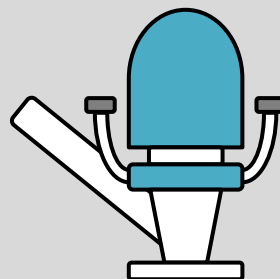
...presented to 9 different agencies in Cambridgeshire promoting the role of Cambs HIA



...tendered a new windows and doors framework to comply with procurement regulations



...hosted and attended some best practice events showcasing how HIA's work



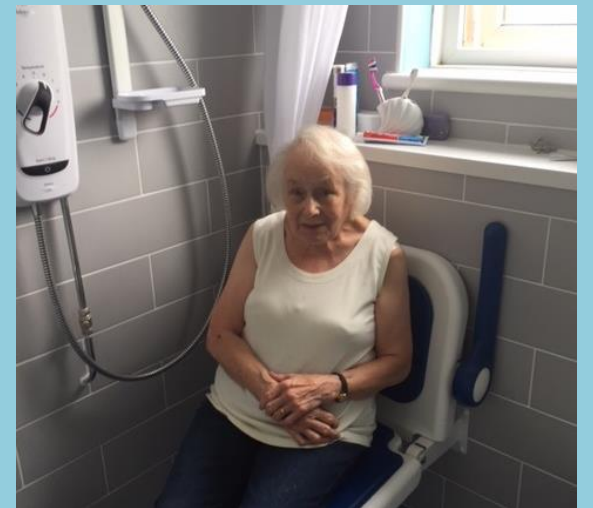
...awarded a new ICT contract to improve our IT systems

Local Economic Contribution



£3,307,823

Spent in homes across
Huntingdonshire, South
Cambridgeshire and
Cambridge City.



22

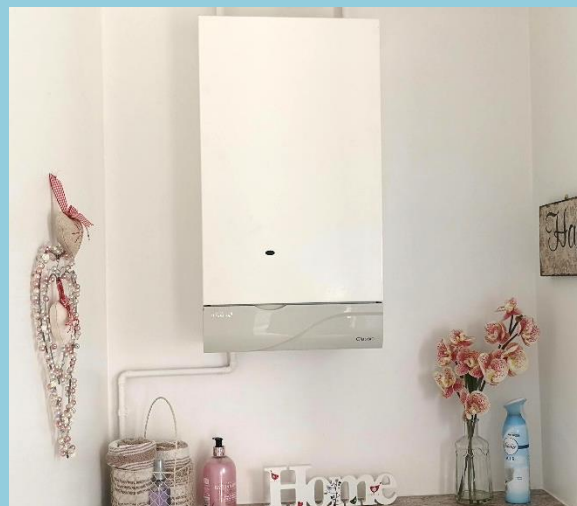
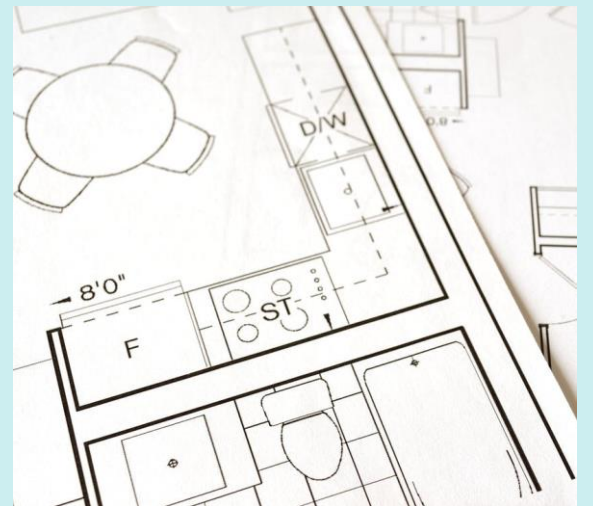
People provided with
kitchen adaptations
allowing them access to
prepare and cook food



The work we do helps
people remain living safely
and independently in their
own homes avoiding
admissions to hospital or
residential care homes and
reduces the amount of care
they need

159

Adaptations completed for
clients living in Social
Housing, costing over £1.75
million



14

Helped to tackle fuel
poverty by installing new
boilers and insulation

Cambs Home Improvement Agency @CambsHIA · 20 Feb
We're very grateful to have received these lovely cards from some of our
happy clients in @huntsdc and @SouthCambs

"#Thankyou 🙏 for all your #time, #effort, #patience, #understanding and
#care. It is very much #appreciated..."

#DisabledFacilitiesGrant #DisabledAdaptation #Thanks 🙏



We regularly post on social
media to promote the
service, other services,
and to raise awareness of
disability awareness days

Collaboration is Key

To enable us to deliver our service we work closely with:



Approved Contractors

who are trusted and experienced in this field to complete building works on the client's behalf.

Occupational Therapists

who assess people's need for adaptations and determine how those needs can be addressed within the relevant legislation.



Charitable Organisations

who help us by providing additional funding where the cost will be above the £30,000 grant limit. Usually needed for complex work including extensions and conversions.



Local Authority Grants Officers & Private Sector Housing Teams

in each of the three districts to check and approve mandatory and discretionary grants for qualifying people.

Our Aims for 2020-2021

Improve Performance by:

- Appoint new building, heating, and windows contracts
- Introduce one new service Level Agreement aimed at speeding up the landlord consent process
- Trialling an OT in the agency to help speed up adaptations

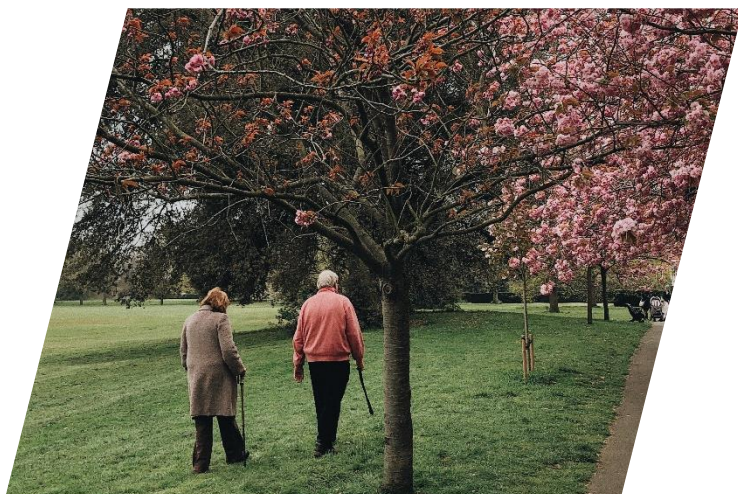
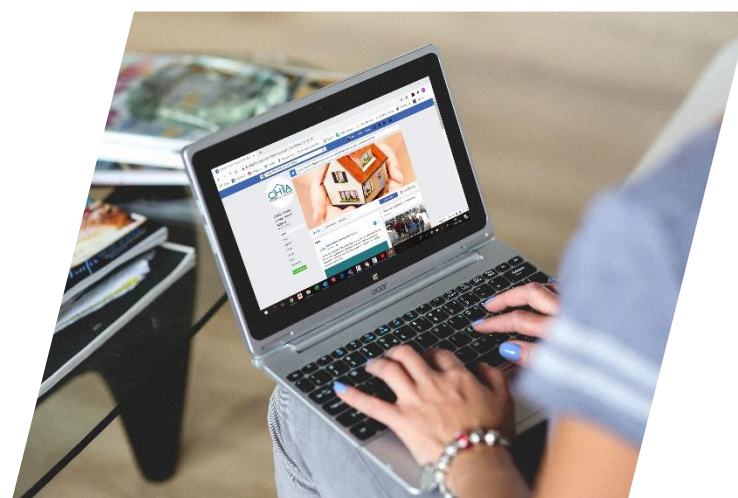


Improving Customer Service:

- Implementing a new IT system that increases client and OT's updates on the progress of their grants and adaptations
- Updating our website
- Publishing new Customer Service Standards
- Publishing examples of the outcomes of means tests to help people to better understand eligibility

Increase Awareness and take up of Grants in Cambridge City by:

- More publicity on social media
- More targeted letters to householders
- Greater engagement with other professionals
- More focussed campaigns targeting health inequalities



Promote Well Being by:

- Working with Environmental Health to address hazards identified as part of Housing Health and Safety Assessments
- Continue targeting grants to help reduce fuel poverty
- Work with COVID 19 support networks to raise awareness of grants for home hazards

Tell Us What You Think

Your Feedback

We welcome your comments about our Annual Report and how you think it could be improved.

We also welcome your views about the work of Cambs HIA, now and in the future.

Contact Information

Cambs HIA
South Cambs Hall
Cambourne Business Park
Cambourne
Cambridgeshire
CB23 6EA

T: 01954 713347
T: 01954 713330
E: hia@cambshia.org
W: www.cambshia.org



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Street Cleansing Update 2020

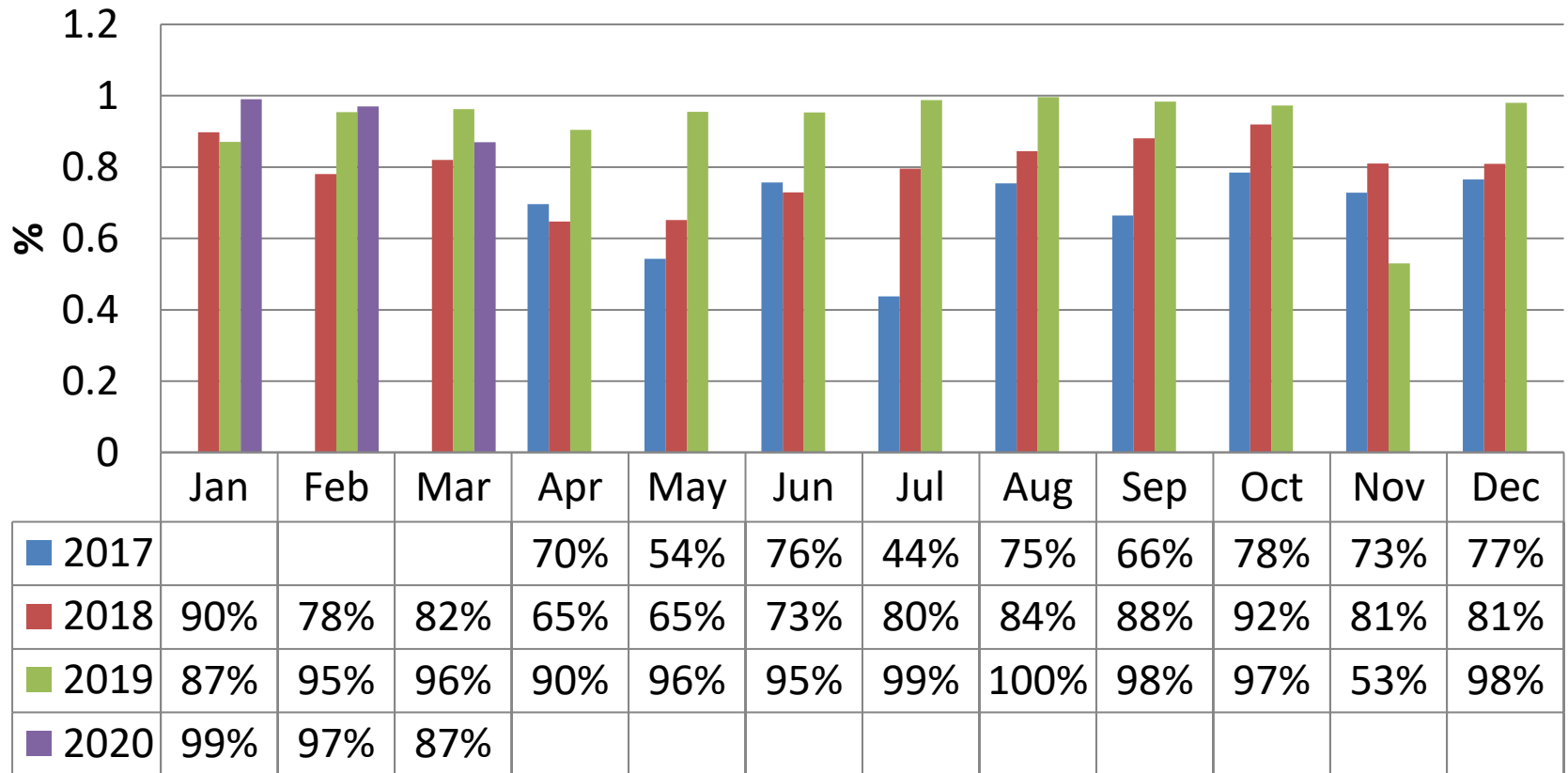


Background

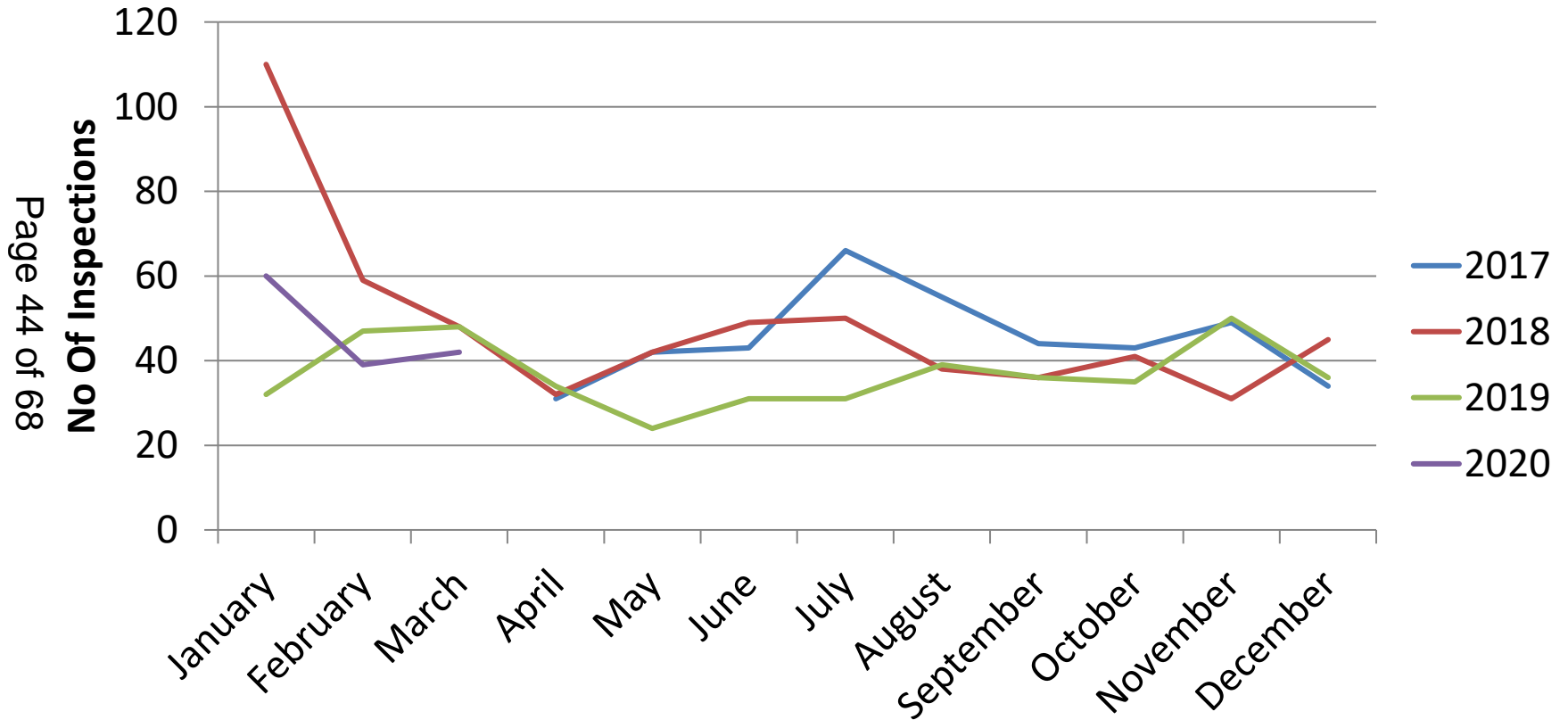
- Nine Area Based Teams
 - St Neots x 2
 - Huntingdon x 2
 - St Ives x 1
 - Rural x 1
 - Deep Clean x 1
 - Layby's x 1
 - Parks x 1
- Three town centre operatives, one each in Huntingdon, St Neots & St Ives
- 1 Manager, 2 Team Leaders, 4 Sweeper Drivers, 20 Street Cleansers
- Currently fully staffed
- 10 Vehicles, 3 Compact Sweepers, 2 HGV Sweepers
- 545,233m of Kerb line to sweep, 1253 Litter Bins to Empty.
- 47 Community Litter Picks facilitated YTD

Internal Performance Inspection

% Of Inspections in Specification



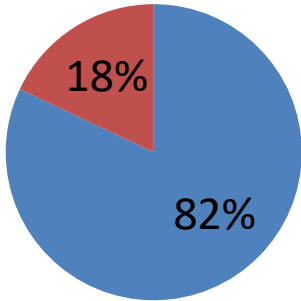
No Of Service Requests



Service Calls Responded to within 5 Days

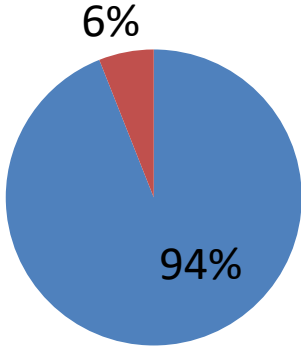
2017/2018

■ Within 5 Days ■ 5 Days +



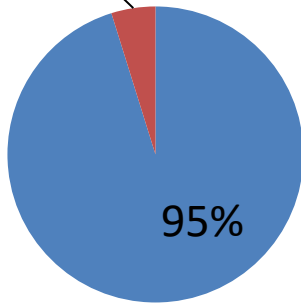
2018/2019

■ Within 5 Days ■ 5 Days +



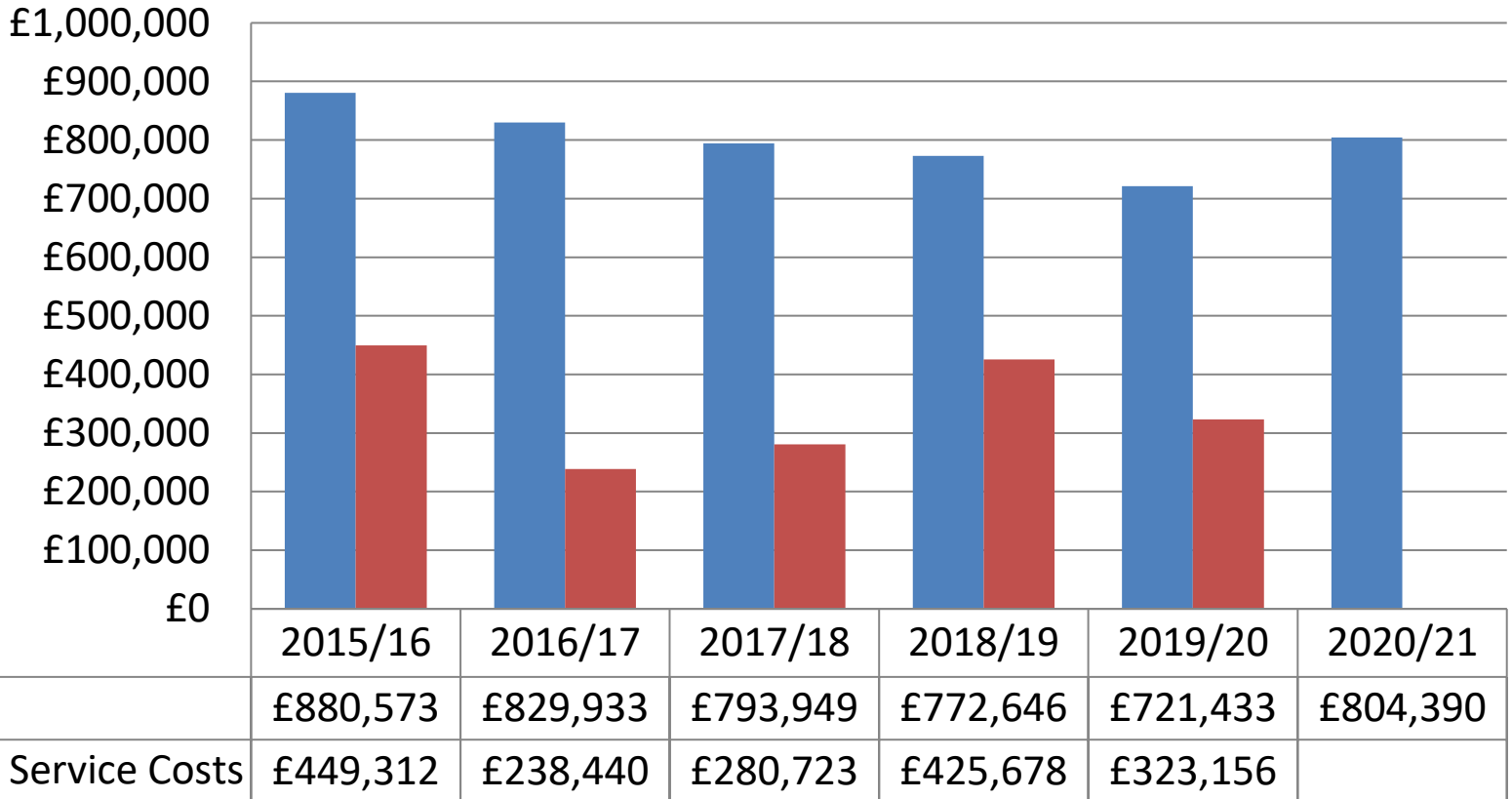
2019/2020

5% ■ Within 5 Days ■ 5 Days +

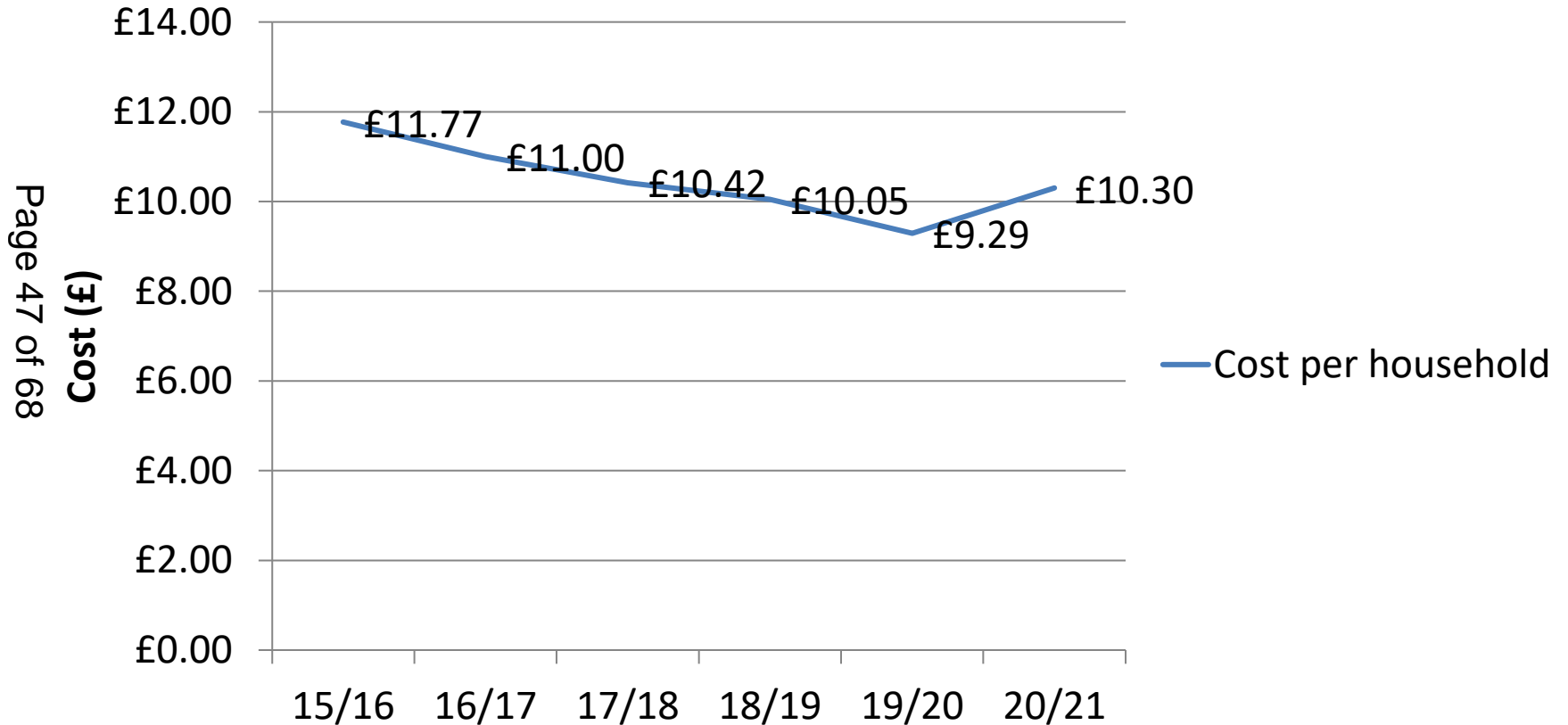


Street Cleansing Budget By Year

Page 46 of 68
Cost (£)

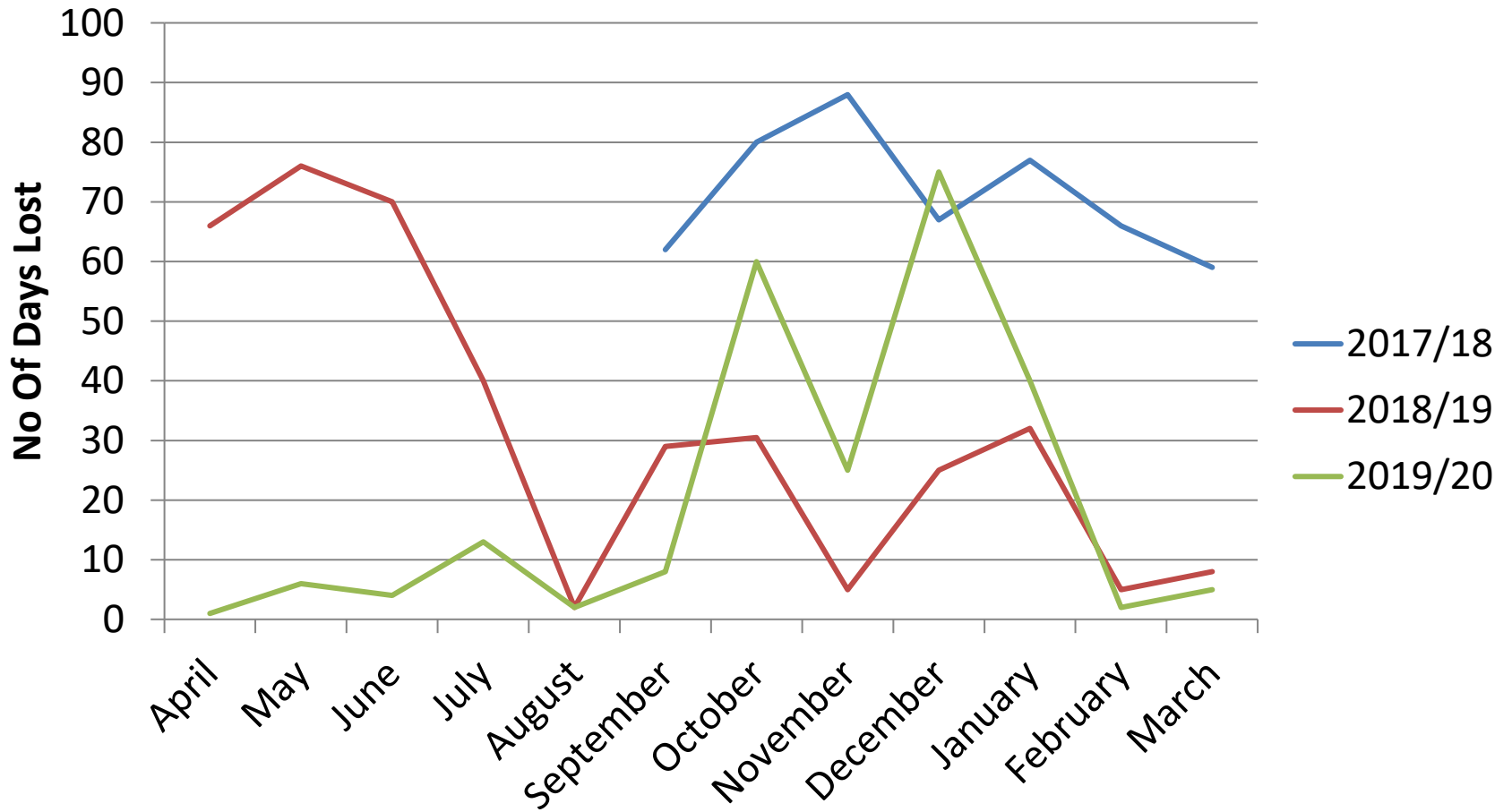


Cost per Household Year on Year Comparison



Sickness Absence Year on Year Comparison

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Risks to Service Delivery

- Ageing Workforce
- Lack of People Joining Industry
- Other Employers Paying More
- Change in Climate
- Covid19 Implications

New Innovations

- Litter Minimisation projects ongoing:
 - **Town Centre** – Recycling on the go (turning litter into recycling and litter in the right bin)
 - **Roadside** – Surveillance, enforcement, messages targeting motorists
 - **Business** – Responsibility and securing waste so it does not become litter, improving recycling and education of the surrounding communities
 - **Community Fly-Tipping** – Engagement regarding impact and cause, bulky collection pilot
 - **Rural Litter** - Encouraging responsibility through litter reduction initiatives, recycling pilot and education within primary schools
- Litter Innovation Fund:
 - Grant received to install recycling bins,
- Engagement with public and Parishes to increase sites
- Trial of 'Smart Bins' leading to reduced collection
- Commercial Work
 - Chorus Housing
 - Longsands School
 - St Peters School
- Close working with Communities to be more proactive in reporting and identifying fly tipping. Some staff have shadowed HDC Enforcement Officers, encouraging a culture of accountability.
- Improved environment to live in
- Took part in the Channel 5 factual program 'Life Of Grime'. Focused on Laybys along the A14 and the Oxmoor housing estate, airing date is TBA

Customer Survey

- *The Street Cleansing Service survey launched on the 27th of April and ran for a two-week period until 11th May. Within this time, a total of 92 responses were received.*
- These were collected via a focused social media campaign, which utilized the Love Huntingdonshire community alongside targeted advertisement within local community Facebook groups to access a broad spectrum of the population within Huntingdonshire, including St Neots, St Ives and Huntingdon. The survey link was regularly posted within these groups, with comments made on these pages retained as additional feedback.

Positives – Customer Survey

- Residents overall were satisfied with standard of Street Cleansing in the area which they live in all areas.
- The following represents the percentage of respondents who were Very Satisfied or Satisfied with the following areas:

Dog Fouling- 51.61%

Graffiti-83.33%

Fast Food Litter- 63.44%

Fly-Posting- 81.53%

Other Litter- 71.72%

Mechanical Sweeping - 72.83%

Fly-Tipping- 63.74%

Removal of Abandoned Vehicles- 81.32%

- When asked for an overall rating of the standard of Street Cleansing, 88.18% would consider the standard of Street Cleansing within their town/village to be 3-star or above, with 60.22% of total respondents consider this to be 4 or 5-star.
- When asked whether they were satisfied with the frequency that litter and dog bins are emptied, 74.73% of respondents answered yes.
- Over 50% of respondents would rate the overall cleanliness of Town Centres, Parks/ Playgrounds and Playing Fields Good or Very Good.
- When asked about whether they would be interested in taking part in a community litter pick, 46.74% of respondents said they would be willing to participate.

Areas For Improvement – Customer Survey

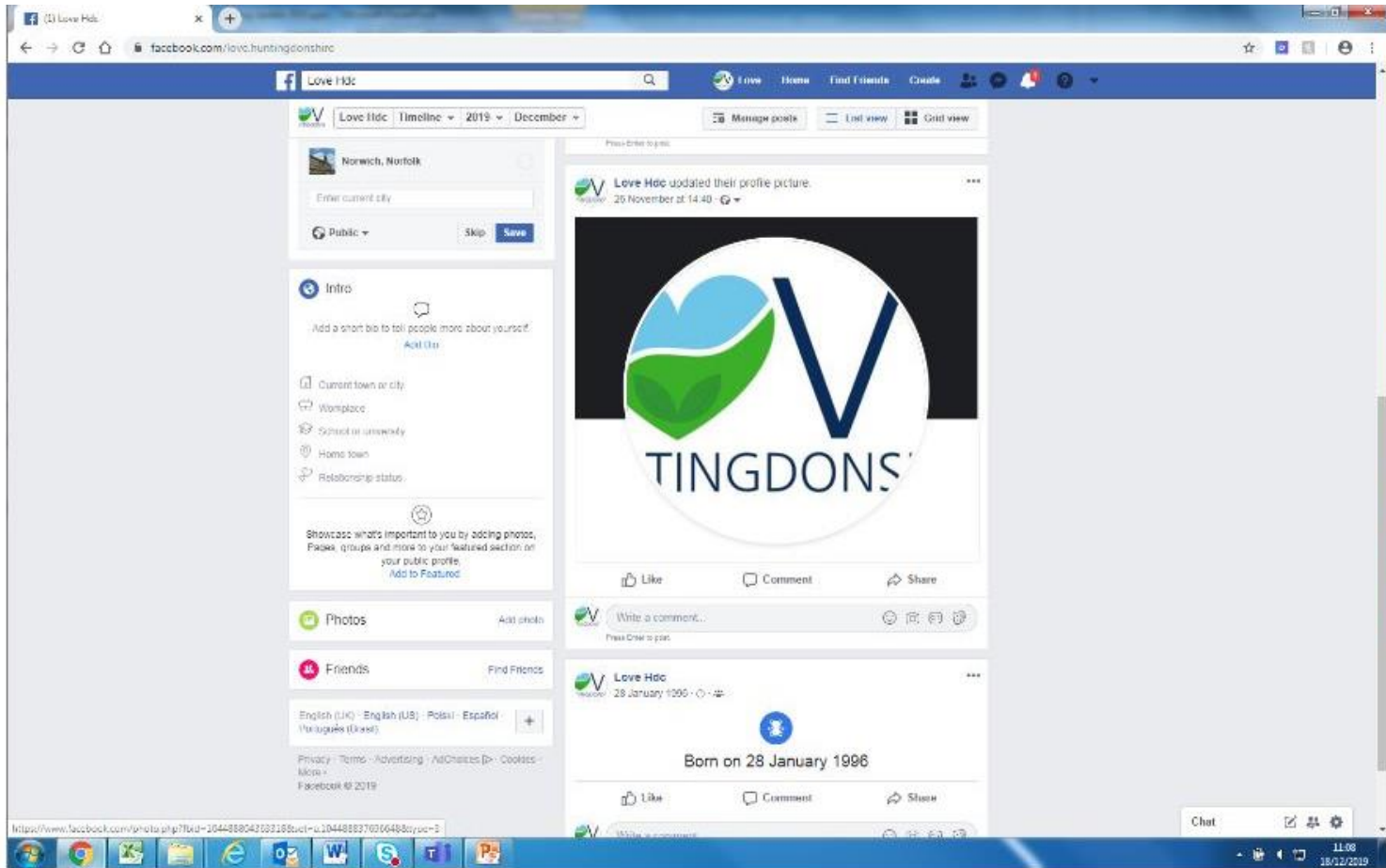
- The main areas that residents were dissatisfied or very dissatisfied with was the level of dog fouling, which 48% of respondents considered the biggest issue. Secondary to this, 36% of respondents felt they were dissatisfied or very dissatisfied with the level of fly-tipping.
- The lowest rated area for cleanliness was categorised as 'other open spaces eg.Verges), with 32.61% of respondents considering this area to be poor or very poor.
- When asked about knowledge of the Bulky Collection service, 38.71% of respondents did not know about the service or how to use it.
- When asked about reporting fly-tipping, 46.24% of respondents did not know how to report fly-tipping if they see it.
- When asked which areas they would like to see more of, 30.43% of respondents would like to see more enforcement. This was also reflected in the responses collected when asked what the respondent would consider the best way to tackle litter, fly tipping, fly posting and graffiti, 63.37% of people thought Enforcement was the best way to go about this, followed by community litter picks and clean up events with 11.83% and education in schools with 9.68%.

2020 & Beyond

- Investigate different operating models- Working smarter
- Roll out of Litter Minimisation projects across the district
- Collaborate with community groups to encourage litter picks – Great British Spring Clean
- Embrace advances in technology – Green fuels, Waste Recycling, Smart Technology
- Up skill workforce to allow more cross working within Operations

Love Huntingdonshire

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Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Representatives on External Organisations, Annual Update Report 2019/20

Meeting/Date: Overview and Scrutiny Panel (Customers and Partnerships) – 10th September 2020

Executive Portfolio: Executive Leader of the Council

Report by: Democratic Services Officer (Scrutiny)

Wards affected: All

Executive Summary:

Huntingdonshire District Council (HDC) has representation on 41 external organisations and this report provides Overview and Scrutiny Members with information on how many meetings representatives have attended as well as any updates relevant to HDC.

Recommendations:

The Overview and Scrutiny Panel (Customers and Partnerships) is

RECOMMENDED

- 1) to discuss and note the contents of the report.
- 2) to submit any comments to Cabinet for their consideration when reviewing appointments to external organisations.

1. PURPOSE OF THE REPORT

- 1.1 The purpose of the report is to update Overview and Scrutiny Members on the number of meetings attended by HDC representatives as well as updates relevant to HDC. This is intended to improve monitoring of how these organisations and partnerships contribute to the Council and its Corporate Objectives.

2. WHY IS THIS REPORT NECESSARY/BACKGROUND

- 2.1 At the Cabinet meeting on 22nd June 2017, following feedback from Overview and Scrutiny, Executive Councillors resolved that appointed Members be required to report on an annual basis, in writing, to the relevant Overview and Scrutiny Panel.
- 2.2 This report covers the 2019/20 Municipal Year, which ran from Wednesday 15th May 2019 to Wednesday 17th June 2020.

3. MEETINGS ATTENDED

- 3.1 The number of meetings attended by each representative on their respective organisations.

	Organisation	Representative	Meetings Attended
1	A141 Huntingdon & St Ives Area Transport Study Steering Group	Cllr A Dickinson Cllr M Humphrey Cllr J Neish Cllr S Wakeford	All meetings attended
2	Cambridgeshire Health and Well-Being Board	Cllr J M Palmer	1 meeting attended
3	Cambridgeshire Future Transport – Cross Party Working Group	Cllr J Neish	No meetings held
4	Cambridgeshire Police and Crime Panel	Cllr S Bywater Cllr H Masson (Substitute)	1 meeting attended
5	East of England Local Government Association	Cllr R Fuller	All meetings attended
6	Great Fen Project Steering Committee	Cllr K P Gulson Cllr Mrs M Beuttell	No invite received
7	Huntingdonshire Community Safety Partnership	Cllr K I Prentice	No invite received
8	Joint Strategic Planning Member Board	Cllr J Neish Cllr R Fuller Cllr E R Butler	No meetings held

9	Recycling in Cambridgeshire and Peterborough Board	Cllr M Beuttell	1 meeting attended
10	Transport Strategy Huntingdonshire	Cllr S Corney Cllr A Dickinson Cllr J Neish Cllr K Prentice	All meetings attended
11	Historic England - Heritage Champion	Cllr Jon Neish	No meetings held
12	Cambridgeshire Chambers of Commerce – Huntingdonshire Chamber	Cllr R Fuller	All meetings attended
13	Cambridgeshire Armed Forces Community Covenant Board	Cllr J Neish	No meetings held
14	Envar Ltd, St Ives Composting Facility – Site Liaison Forum	Cllr G J Bull	No invite recieved
15	Huntingdon Association of Community Transport	Cllr R J West	All meetings attended
16	Huntingdon Freeman's Trust	Cllr Mrs J Tavener	14 meetings attended
17	Huntingdonshire Flood Forum	Cllr M Beuttell	No meetings attended
18	Alconbury and Ellington Internal Drainage Board (IDB)	Cllr I D Gardener Cllr D M Tysoe	No meetings attended
19	Benwick IDB	Cllr J M Palmer	1 meeting attended
20	Bluntisham IDB	Cllr J Neish	1 meeting attended
21	Conington and Holme IDB	Cllr T D Alban	No meetings attended
22	Ramsey First (Hollow) IDB	Cllr J M Palmer	1 meeting attended
23	Ramsey Fourth (Middle Moor) IDB	Cllr J M Palmer	1 meeting attended
24	Ramsey, Upwood and Great Raveley IDB	Cllr J Clarke Cllr S J Corney	2 meetings attended
25	Sawtry IDB	Cllr R G Tuplin	1 meeting

		Cllr S Bywater	attended
26	Sutton and Mepal IDB	Cllr S Criswell	No meetings attended
27	Ramsey IDB	Cllr E R Butler Cllr J M Palmer	Three meetings attended
28	Warboys, Somersham and Pidley IDB	Cllr G J Bull Cllr Mrs J Tavener	2 meetings attended
29	Whittlesey & District IDB	Cllr E R Butler	Two meetings attended
30	Woodwalton Drainage Commissioners IDB	Cllr S Bywater	No meetings attended
31	Holmewood & District IDB	Cllr S Bywater Cllr J Clarke	2 meetings attended
32	Little Gransden Aerodrome Consultative Committee (known as Cambridge Gliding Club Consultative Committee)	Cllr R J West	No meetings attended
33	Local Water Forum	Cllr J Clarke	No meetings held
34	Middle Level Commissioners	Cllr J Clarke	All meetings attended
35	Oxmoor Community Action Group (OCAG)	Cllr Mrs J Tavener	All meetings attended
36	Red Tile Wind Farm Trust Fund Ltd	Cllr Mrs J Tavener	Two meetings attended
37	BID Huntingdon	Cllr P Kadewere	No update received
38	St Ives Town Initiative	Cllr J W Davies	All meetings attended
39	Trustees of Kimbolton School Foundation	Cllr J A Gray	All meetings attended
40	Cambridgeshire Consultative	Cllr E R Butler	Two

	Group for the Fletton Brickworks Industry		meetings attended
41	Little Barford Power Station Liaison Committee	Cllr B Banks	No meetings held
42	Needingworth Quarry Local Liaison Committee	Cllr L A Besley Cllr J Neish	No meetings held
43	Warboys Landfill Local Liaison Group	Cllr Mrs J Tavener	All meetings attended
44	Cambridgeshire County Council Health Committee	Cllr Mrs J Tavener Cllr S R Wilson (Substitute)	All meetings attended
45	Huntingdonshire Community Safety Partnership	Cllr Mrs J Tavener	All meetings attended

4. UPDATES

- 4.1 Updates relevant to HDC provided by the Council's representatives on external organisations are listed below.

	Organisation	Commentary
1	A141 Huntingdon & St Ives Area Transport Study Steering Group	Mayor Palmer has commissioned a St Ives Strategy Study.
10	Transport Strategy Huntingdonshire	The County Council are to produce a summary table and timeline of all of the developments and strategies which are currently happening in Huntingdonshire. They will ensure all statutory bodies are engaged throughout the development of the strategy. County Council and HDC communications teams are to ensure they are aware of the engagement plans for the study.
16	Huntingdon Freeman's Trust	The Trust are helping a number of people living in the Huntingdon area who require either in kind or financial support, more so during the Covid-19 pandemic. To provide support during this period the Trust invited Hunts Forum to provide a breakdown of areas most hit by the virus with advice as to cost in providing a

		service to those sections of the community. The support commenced April 2020 with a different grant for each area, e.g. training volunteers, food bank and groups supporting residents through Covid-19.
20	Bluntisham IDB	In January, the Board made a special levy totalling £11,239 on Huntingdonshire District Council.
24	Ramsey, Upwood and Great Raveley IDB	The replacement of the Green Dyke Bank pumping station has been held up as no immediate grant aid was available in the 2019/20 financial year. The pump will cost at least £500k.
25	Sawtry IDB	Concern was expressed over a culvert under the railway on Sawtry Fen which could cause problems when there is exceptional rainfall. Specifically the constriction could cause a back up of water in the drain which could lead to flooding in areas which normally wouldn't experience flooding.
32	Little Gransden Aerodrome Consultative Committee (known as Cambridge Gliding Club Consultative Committee)	Councillor West has stated that the Committee is located within the South Cambridgeshire District Council boundary. If there was a new planning application or amendment then SCDC would notify HDC as a matter of courtesy. There is little benefit of continuing to appoint a representative to the Committee.
34	Middle Level Commissioners	Two important issues have arisen <ul style="list-style-type: none"> • The boating community will require licenses to navigate the Middle Level system, but the Middle Level will improve moorings and infrastructure. • The Middle Level will keep their Drainage Rates the same as last year for this coming fiscal year but warned pension problems may cause a rise next year.
43	Warboys Landfill Local Liaison Group	A lot of work has taken place to redevelop the conservation area, this has increased the number of heavy vehicles access the site. For a period of time the vehicles used Warboys High Street instead of the designated route which is A141 to

		<p>Fen Drove. This was discussed at a meeting and since been rectified.</p> <p>Woodfords and Sinclair application to build the Biomass Energy plant has been shelved. Woodfords are now selling the area allocated for £500k.</p>
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5. PROGRESS OF THE REPORT

- 5.1 This report is an annual report of representatives on external organisations for Overview and Scrutiny use and the report is not proceeding to Cabinet.

CONTACT OFFICER

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Overview and Scrutiny Work Programme 2020/21

Performance and Growth

Topic	Membership & Scope	Lead Officer	Progress
(New) Housing Strategy to 2025	Councillor A Roberts Councillor S Wakeford Councillor D Wells Councillor Mrs S R Wilson <ul style="list-style-type: none"> • Comment and make suggestions on the emerging Housing Strategy. 	David Edwards/Liz Bisset	6th August 2020 – A meeting took place with Members; the Interim Corporate Director (Place), David Edwards and Liz Bisset. The vision for the strategy was outlined and Members had an opportunity to comment and make suggestions. The timetable for the strategy was noted and it is expected to be presented to a meeting of the full Panel in October.
(New) Transport Strategy	Councillor I D Gardener Councillor P L R Gaskin Councillor M S Grice	Nigel McCurdy/David Edwards	Study has not commenced.
(New) Asset Management Strategy	Councillor I D Gardener Councillor D A Giles	Jackie Goldby/Justin Andrews	Study has not commenced.

Customers and Partnerships

Topic	Membership & Scope	Lead Officer	Progress
(New) Digital Strategy	Councillor D Tysoe	Tony Evans	-
(New) Climate Change Strategy	Councillor T D Alban	Neil Sloper	Next Step The Democratic Services Officer (Scrutiny) will attend the Centre for Public Scrutiny and Local Government Association Scrutinising Climate Action

			Webinar on 18th September.
(New) Waste Strategy	Councillor Ms A Dickinson Councillor D A Giles Councillor Mrs S Smith Councillor Mrs S R Wilson	Neil Sloper	Study has not commenced.
(Existing) Lifelong Health – Part Two	Councillor Mrs A Dickinson Councillor K P Gulson Councillor Mrs S Smith Councillor Mrs J Tavener Councillor Mrs S R Wilson <ul style="list-style-type: none"> • Identify ways of developing better health outcomes for residents. • Identify the benefits of a whole system approach for the Council. 	Oliver Morley	<p>12th September 2019 – The Panel received the final report of Part One and agreed to continue the study under the guise of ‘Part Two’.</p> <p>14th October 2019 – The Task and Finish Group met with Liz Robin, Public Health.</p> <p>10th December 2019 – Following the presentation of the Part One report to Cabinet and the meeting with the Director of Public Health, the Task and Finish Group met to refocus the scope of the study. The study will now focus primarily on collaboration with Parish & Town Councils and community groups in order to improve residents’ physical activity and well-being.</p> <p>13th January 2020 – The Task and Finish Group received a presentation from Active Lifestyles and assessed the interaction the service has with Parish & Town Councils and community groups.</p> <p>28th January 2020 – Alyce Barber,</p>

			<p>Community Development Officer, attended and informed Members of her work with projects that helps build social contact, builds support networks and addresses mental health issues. Members will also discuss the evidence that links an individual's mental health with physical health.</p> <p>12th February 2020 – The Task and Finish Group received and discussed a number of case studies.</p>
<p>(Existing) Healthy Open Spaces and Play Strategy</p>	<p>Councillor Mrs A Dickinson Councillor K P Gulson Councillor Mrs S Smith Councillor Mrs J Tavener Councillor Mrs S R Wilson</p>	<p>Helen Lack</p>	<p>11th March 2020 – A meeting took place with Working Group Members, the relevant Executive Councillors, Helen Lack and Sarah Wheale-Smith of PleydellSmithyman so that Members could give their views on the draft Strategy.</p> <p>29th July 2020 – A second meeting took place with Working Group Members, Helen Lack and Sarah Wheale-Smith of PleydellSmithyman. Members were shown the executive summary and a full draft of the Strategy.</p> <p>Next Step The Healthy Open Spaces and Play Strategy is to be presented to Members at the Panel meeting on 8th October 2020.</p>

