

A meeting of the **OVERVIEW AND SCRUTINY PANEL (CUSTOMERS AND PARTNERSHIPS)** will be held in **CIVIC SUITE, PATHFINDER HOUSE, ST MARYS STREET, HUNTINGDON PE29 3TN** on **THURSDAY, 3 JUNE 2021** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

## **AGENDA**

### **APOLOGIES**

**1. MINUTES** (Pages 3 - 8)

To approve as a correct record the Minutes of the Overview and Scrutiny Panel (Customers and Partnerships) meeting held on 4<sup>th</sup> March and 19<sup>th</sup> May 2021.

**Contact Officer: B Buddle 01223 752549**

**2. MEMBERS' INTERESTS**

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

**Contact Officer: B Buddle 01223 752549**

**3. NOTICE OF KEY EXECUTIVE DECISIONS** (Pages 9 - 14)

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 388169**

**4. NEW NEIGHBOURHOOD POLICING MODEL**

To hear a presentation on the New Neighbourhood Policing Model.

**Contact Officer: C Deeth**

**5. OVERVIEW AND SCRUTINY WORK PROGRAMME** (Pages 15 - 22)

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

**Contact Officer: B Buddle 01223 752549**

## 6. CAMBRIDGESHIRE COUNTY COUNCIL HEALTH COMMITTEE

To appoint a non-voting co-opted substitute Member to the Cambridgeshire County Council Health Committee.

**Contact Officer:**

26 day of May 2021



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**

The District Council 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.

**Please contact Mrs Beccy Buddle, Democratic Services Officer (Scrutiny), Tel No. 01223 752549/e-mail [Beccy.Buddle@huntingdonshire.gov.uk](mailto:Beccy.Buddle@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](#).

### **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.

## HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (CUSTOMERS AND PARTNERSHIPS) held as a Remote Meeting via Zoom on Thursday, 4 March 2021

PRESENT: Councillor D M Tysoe – Chairman.

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 and Mrs S R Wilson.

IN ATTENDANCE: Councillor R Fuller.

### 43 MINUTES

The Minutes of the meeting held on 4th February 2021 were approved as a correct record and signed by the Chairman.

### 44 MEMBERS' INTERESTS

No declarations of interest were received.

### 45 NOTICE OF KEY EXECUTIVE DECISIONS

The Panel received and noted the current Notice of Key Executive Decisions (a copy of which is appended in the Minute Book) which had been prepared by the Executive Leader for the period 1st March 2021 to 30th June 2021.

Following a query by the Chairman, it was confirmed that the Digital Strategy would be presented to Members by the end of quarter 1 of 2021/22.

### 46 URGENT ITEM - CAMBRIDGESHIRE COUNTY COUNCIL HEALTH COMMITTEE

RESOLVED

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

### 47 LETTINGS POLICY REVIEW

By means of a report by the Housing Needs and Resources Manager (a copy of which is appended in the Minute Book) the Lettings Policy Review was presented to the Panel. During the introduction it was explained to Members that there are two specific amendments to the Lettings Policy, these are relating to ex-partners/spouses of military personnel and local connection through employment. In addition to this Members were informed that there are several wording changes in for clarification purposes.

Comments were made by Councillors Smith and Wilson that the Policy reads well and is clear to follow.

Following a question, from Councillor Diaz, in relation to whether applicants who require additional support could receive that support during the renewal process, Members were informed that applicants could receive assistance from a support worker or a family member so long as they have indicated that they require support at the point of original application.

In response to a question, from Councillor Alban, on whether the wording could be clearer in relation to an applicant's connection with the area via Ministry of Defence, it was clarified that where it states 'death was attributable to that service', this means death in service.

The Panel

RESOLVED

that the Cabinet be recommended to approve the amended Lettings Policy.

#### **48 LOCAL LETTINGS PLANS - ALCONBURY WEALD AND FUTURE PLANS**

Consideration was given to a report on the Local Lettings Plans – Alconbury Weald and Future Plans by the Housing Needs and Resources Manager (a copy of which is appended in the Minute Book). It was explained to the Panel that where a block of affordable housing is released on a development, the local lettings plan allows the Council to create a balanced community.

Members were also informed that as it is anticipated that the need for local lettings plans will become more frequent, it is proposed that in future the authority to adopt local lettings plans will be delegated to the Chief Operating Officer in consultation with the Executive Councillor for Housing and Economic Development.

In response to a question from Councillor Giles, on whether allocating affordable housing to applicants from lower bands frees up housing elsewhere, the Panel was informed that it could have that affect but it is not guaranteed.

Councillor Wilson welcomed the local lettings plan and stated that the previous plan for Bearscroft Farm (Romans Edge) was successful in creating a mixed and balanced community. In response to Councillor Wilson's question on how big a development has to be for a local lettings plan to be developed, the Panel was informed that the minimum size would be 60 units but there are developments of less than 60 where a local lettings plan might be appropriate.

Following a query, from Councillor Alban, regarding the opportunities that Members have to feed into future local lettings plans, it was confirmed that the decisions will be published on the Notice of Key Executive Decisions which is published on both Overview and Scrutiny Panel agendas each month.

A concern was raised by Councillor Wilson, in relation to the potential distortion of the housing waiting lists through the use of local lettings plans, however Members were reassured that legislation prevents Councils from using local lettings plans to override the general Lettings Policy. The Panel

RESOLVED

that the Cabinet be encouraged to endorse the recommendation contained within the report.

#### **49 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.

A discussion ensued on the Flooding Review and the Panel was informed that Members of the Flooding Review had held productive discussions with Officers of Cambridgeshire County Council. Members were informed that several issues were discussed including clarity of guidance, how to manage the vulnerable and extra resourcing. The Panel was reminded that the Council are not the lead local flood authority and that the function lies with Cambridgeshire County Council.

Chairman

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## HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (CUSTOMERS AND PARTNERSHIPS) held in the Burgess Hall, Westwood Road, St Ives PE27 6WU on Wednesday, 19 May 2021

PRESENT: Councillor D M Tysoe – Chairman.

Councillors T D Alban, S J Criswell, D'Souza, I D Gardener, D A Giles, Kadewere, H V Masson, Smith and Mrs S R Wilson.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors B S Banks and Mrs S Smith.

### 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 T Alban be appointed Vice-Chairman of the Panel for the ensuing Municipal Year.

### 4 CAMBRIDGESHIRE COUNTY COUNCIL HEALTH COMMITTEE

RESOLVED

that Councillor Mrs S R Wilson be appointed as a non-voting co-opted Member to the Cambridgeshire County Council Health Committee and that the appointment of the substitute Member be discussed at the next meeting of Overview and Scrutiny (Customers and Partnerships).

Chairman



## 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 May 2021  
**For Period:** 1 June 2021 to 30 September 2021

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: <a href="mailto:Marge.Beuttell@huntingdonshire.gov.uk">Marge.Beuttell@huntingdonshire.gov.uk</a>
Councillor S Bywater	Executive Councillor for Community Resilience and Well-Being	9 Crabapple Close Sawtry Huntingdon PE28 5QG  Tel: 07984 637553 E-mail: <a href="mailto:Simon.Bywater@huntingdonshire.gov.uk">Simon.Bywater@huntingdonshire.gov.uk</a>
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: <a href="mailto:Ryan.Fuller@huntingdonshire.gov.uk">Ryan.Fuller@huntingdonshire.gov.uk</a>

<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: <a href="mailto:Jonathan.Gray@huntingdonshire.gov.uk">Jonathan.Gray@huntingdonshire.gov.uk</a></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: <a href="mailto:David.Keane@huntingdonshire.gov.uk">David.Keane@huntingdonshire.gov.uk</a></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: <a href="mailto:Jon.Neish@huntingdonshire.gov.uk">Jon.Neish@huntingdonshire.gov.uk</a></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: <a href="mailto:Keith.Prentice@huntingdonshire.gov.uk">Keith.Prentice@huntingdonshire.gov.uk</a></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](mailto: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](mailto:Democratic.Services@huntingdonshire.gov.uk) or by contacting the Democratic Services Team. If representations are received at least eight working days before the date of the meeting, they will be published with the agenda together with a statement of the District Council's response. Any representations received after this time will be verbally reported and considered at the meeting.

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

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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 2021/22	Grants Panel	23 Jun 2021 21 Jul 2021 18 Aug 2021 15 Sep 2021		Claudia Deeth, Community Resilience Manager Tel No: 01480 388233 or email: Claudia.Deeth@huntingdonshire.gov.uk		S Bywater & J Gray	Customers & Partnerships
East West Rail Making Meaningful Connections Non-Statutory Consultation	Cabinet	17 Jun 2021		Clara Kerr, Service Manager - Growth Tel No: 01480 388430 or email: Clara.Kerr@huntingdonshire.gov.uk		J Neish	Performance and Growth

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
A428 Development Consent Order Update and Delegated Authority	Cabinet	17 Jun 2021		Clara Kerr, Service Manager - Growth Tel No: 01480 388430 or email: Clara.Kerr@huntingdonshire.gov.uk		J Neish	Performance and Growth
Local Cycling and Walking Infrastructure Plan Consultation	Cabinet	17 Jun 2021		Clara Kerr, Service Manager - Growth Tel No: 01480 388430 or email: Clara.Kerr@huntingdonshire.gov.uk		J Neish	Performance & Growth
Homelessness Review and Strategy***	Cabinet	15 Jul 2021		Jon Collen, Housing Needs and Resource Manager Tel No: 01480 388220 or email: Jon.Collen@huntingdonshire.gov.uk		R Fuller	Customer & Partnerships

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## Overview and Scrutiny Work Programme 2020/21

### Performance and Growth

#### In Progress

Topic	Membership & Scope	Lead Officer	Progress
Transport Strategy	Councillor S J Criswell Councillor I D Gardener Councillor P L R Gaskin Councillor M S Grice	Corporate Director Place	Study has not commenced.
Asset Management Strategy	Councillor I D Gardener Councillor D A Giles	Jackie Goldby/Justin Andrews	<b>1st February 2021</b> – Members met with the Interim Commercial Estates Manager and provided input and feedback into the Strategy.  <b>Next Step</b> The Strategy will be presented to Overview and Scrutiny in Autumn 2021.

#### Completed

Topic	Membership & Scope	Lead Officer	Progress
Housing Strategy to 2025	Councillor A Roberts Councillor S Wakeford Councillor D Wells Councillor Mrs S R Wilson  <ul style="list-style-type: none"> <li>Comment and make suggestions on the emerging Housing Strategy.</li> </ul>	David Edwards/Liz Bisset	<b>6th August 2020</b> – 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.  <b>7th October 2020</b> – The Housing Strategy was presented to Overview and Scrutiny.

			<b>22nd October 2020</b> – The Cabinet approved the Housing Strategy and the accompanying one year action plan.
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## Customers and Partnerships

### In Progress

Topic	Membership & Scope	Lead Officer	Progress
Digital Strategy	Councillor D M Tysoe Councillor R J West	Tony Evans	<b>Next Step</b> The Digital Strategy will follow the completion of the Core Service Strategy.
Climate Change Strategy	Councillor T D Alban Councillor Mrs S R Wilson One Vacancy	Neil Sloper	<b>18th October 2020</b> – The Democratic Services Officer (Scrutiny) attended the Centre for Public Scrutiny and Local Government Association Scrutinising Climate Action Webinar on 18th September.  <b>Next Step</b> The remit for strategy development has not been established.
Flooding Review	Councillor Mrs S J Conboy Councillor S J Corney Councillor I D Gardener Councillor D M Tysoe Councillor R J West  Compile and review evidence (quantitative and qualitative) relating to the December 2020 flooding events, to: <ol style="list-style-type: none"> <li>1) Understand what happened.</li> <li>2) Review the response.</li> <li>3) Consider future prevention/mitigation.</li> </ol>	Corporate Director Place	<b>28th January 2021</b> – The Task and Finish Group met and began the review.  <b>25th February 2021</b> – Quinton Carroll, Hilary Ellis, Sue Grace and Emyr Price of Cambridgeshire County Council attended the meeting and answered Members' questions.  <b>11th March 2021</b> – Paul Burrows and Phillippa Hulme of the Environment Agency attended the meeting and answered Members' questions.  <b>Next Step</b>

			A final report is in the process of being drafted.
Strategic Review of Markets	<p>Councillor B S Banks  Councillor S J Corney  Councillor Ms A Dickinson  Councillor Mrs A Diaz  (also the Executive Councillor for Operations and Environment,  Councillor Mrs M L Beuttell)</p> <p>To conduct a Strategic Review of HDC Markets and produce a Vision statement and a Strategy.</p>	George McDowell	<p><b>5th November 2020</b> – The Panel received a report and suggested scoping document for the Strategic Review of Markets. Members agreed to endorse the approach and aims as set out in the scoping document and appointed five O&amp;S Members to join the Executive Councillor for Operations and Environment in conducting the Strategic Review.</p> <p><b>18th February 2021</b> – The review commenced and Members discussed the survey.</p> <p><b>23rd March 2021</b> – Members reviewed the survey and provided feedback.</p> <p><b>Next Step</b>  The next meeting will take place on 22<sup>nd</sup> June 2021.</p>
Waste Strategy	<p>Councillor Ms A Dickinson  Councillor D A Giles  Councillor Mrs S Smith  Councillor Mrs S R Wilson</p>	Neil Sloper	<p>Study has not commenced.</p> <p><b>Update (provided on 24th November 2020)</b> – The delivery of HDC’s Waste Strategy is linked to two other strategies. The first is DEFRA’s Resources and Waste Strategy. This strategy determines any changes to waste collection practices and the options available for the collection</p>

			<p>of household waste. This has been delayed until spring 2021.</p> <p>The second is the RECAP (Cambridgeshire and Peterborough Waste Partnership) Waste Strategy, which is the parent strategy to HDC's Waste Strategy. The partnership has conducted modelling work with DEFRA to look at the impacts and alternatives of different approaches to waste and recycling collection models but is unable to continue the work until DEFRA's strategy is clear.</p> <p>The delay in the delivery of DEFRA's Strategy has had a knock-on effect for the expected date of RECAP's Strategy, meaning that the delivery of HDC's Strategy has been delayed until January 2022.</p>
Lifelong Health – Part Two	<p>Councillor S J Criswell Councillor Mrs A Dickinson Councillor K P Gulson Councillor Mrs S Smith Councillor Mrs J Tavener Councillor Mrs S R Wilson</p> <ul style="list-style-type: none"> <li>Identify ways of developing better health outcomes for residents.</li> </ul>	Oliver Morley	<p><b>12th September 2019</b> – The Panel received the final report of Part One and agreed to continue the study under the guise of 'Part Two'.</p> <p><b>14th October 2019</b> – The Task and Finish Group met with Liz Robin, Public Health.</p>

	<ul style="list-style-type: none"><li>• Identify the benefits of a whole system approach for the Council.</li></ul>		<p><b>10th December 2019</b> – 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 &amp; Town Councils and community groups in order to improve residents’ physical activity and well-being.</p> <p><b>13th January 2020</b> – The Task and Finish Group received a presentation from Active Lifestyles and assessed the interaction the service has with Parish &amp; Town Councils and community groups.</p> <p><b>28th January 2020</b> – Alyce Barber, 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><b>12th February 2020</b> – The Task and Finish Group received and discussed a number of case studies.</p>
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			<p><b>26th November 2020</b> – The Group met and conducted an evidence review. Members recognised that the health issues discussed were around before the pandemic, however they have been affected by it. Despite this, it was decided that any health plan for the District should look beyond the pandemic and be a post Covid-19 plan. The Group decided that the recommendations should be focused on the following themes: access to healthy food, mental well-being and physical health.</p> <p><b>Next Step</b> – A final report is in the process of being drafted.</p>
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### Completed

Topic	Membership & Scope	Lead Officer	Progress
Healthy Open Spaces and Play Strategy	Councillor Mrs A Dickinson Councillor K P Gulson Councillor Mrs S Smith Councillor Mrs J Tavener Councillor Mrs S R Wilson	Helen Lack	<p><b>11th March 2020</b> – 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><b>29th July 2020</b> – A second meeting took place with Working Group Members, Helen Lack and Sarah Wheale-Smith of PleydellSmithyman. Members were</p>

			<p>shown the executive summary and a full draft of the Strategy.</p> <p><b>8th October 2020</b> – The Healthy Open Spaces Strategy was presented to Overview and Scrutiny.</p> <p><b>22nd October 2020</b> – The Cabinet endorsed the Healthy Open Spaces Strategy and 10 year action plan.</p>
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