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19 May 2017

Dear Sir/Madam

**COMMUNITY HOUSING AND HEALTH (OVERVIEW AND SCRUTINY) COMMITTEE**

A meeting of the above mentioned Committee has been arranged to take place on **TUESDAY 30<sup>th</sup> MAY 2017** at **6.00 p.m.** in the **COUNCIL CHAMBER**, District Council House, Lichfield to consider the following business.

Yours faithfully



Neil Turner BSc (Hons) MSc  
**Director of Transformation & Resources**

To: **Members of Community Housing and Health (Overview and Scrutiny) Committee:**

Councillors Leytham (Chairman), Miss Shepherd (Vice-Chairman), Mrs Evans (Vice-Chairman), Bamborough, Mrs Boyle, Mrs Constable, Hoult, Humphreys, Mosson, O'Hagan and Ray



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## AGENDA

1. Apologies for Absence
2. Declarations of Interest
3. To approve as a correct record the minutes of the Meeting held on the 14<sup>th</sup> March 2017 (copy attached)
4. Terms of Reference (copy attached)
5. Work Programme (copy attached)  
*(the Regulatory Services, Housing & Wellbeing Annual Action Plan is attached to aid Members build the work programme)*
6. Funding the Community and Voluntary Sector (verbal report)
7. Standing Items
  - a) Burntwood Health Centres (verbal report)
  - b) Staffordshire Health Select Committee (verbal report)

*(A copy of the Council's 'Strategic Plan at a Glance' is enclosed for information).*

Briefing Papers:

Update of Disabled Facilities Grants

**COMMUNITY, HOUSING AND HEALTH  
(OVERVIEW AND SCRUTINY) COMMITTEE**

**14<sup>th</sup> MARCH 2017**

**PRESENT:**

Councillors Leytham (Chairman), Mrs Banevicius, Constable Mrs Constable, Mrs Evans, Humphreys, O'Hagan, Ray, Rayner, Miss Shepherd and Mrs Tranter.

Apologies for absence were received from Councillors Mrs Boyle (Vice Chairman) and Mrs Barnett.

(In accordance with Council Procedure No. 17 Councillors Greatorex, Pullen and Wilcox also attended the meeting.)

Also Present: Insp Jo Rea, Staffordshire Police  
Marisha Place, Partnership Manager  
Lynn Millar, Executive Director for Primary Care  
Eleanor Wood, Senior Primary Care Development Manager

**DECLARATIONS OF INTEREST**

Councillor O'Hagan declared a non-pecuniary interest he was currently employed by the Southern Staffordshire and Shropshire Mental Health Service.

Councillor Mrs Evans declared a non-pecuniary interest as her son was currently employed by the Southern Staffordshire and Shropshire Mental Health Service.

Councillor Mrs Evans declared a non-pecuniary interest as she is a Trustee of the Citizens Advice South East Staffordshire.

Councillor Mrs Evans declared a non-pecuniary interest as she is a Trustee for Youth for Christ.

Councillor Mrs Banevicius declared a non-pecuniary interest as she works with the NHS and CCG through her company.

**MINUTES**

The Minutes of the Meeting held on 18<sup>th</sup> January 2017 were taken as read, and approved as a correct record and signed by the Chairman.

**RESOLVED:** That the Minutes of the Meeting held on 18<sup>th</sup> January 2017 be approved as a correct record

**WORK PROGRAMME AND FORWARD PLAN**

Members considered the Work Programme and Forward Plan It was noted that there would be a new Committee structure in the next Municipal Year with new work programmes. It was requested that items relating to DFGs remain on future work programmes to allow monitoring. It was agreed that the performance at the end of

the third quarter on DFG's would be circulated. It was reported by the Leader of the Council that the Council was still awaiting the County Council to release monies owed. It was also requested that 6 monthly updates be given on affordable housing figures and it was noted that the data was reported in the Mid Year and End of Year performance reports.

**RESOLVED:** That the Work Programme and Forward Plan be noted

## **LICHFIELD DISTRICT COMMUNITY SAFETY PARTNERSHIP DELIVERY PLAN 2017-2020**

The Committee welcomed Insp Jo Rae and Marisha Place to the meeting. The Committee received a report on the Lichfield District Community Safety Partnership Delivery Plan for 2017-2020. It was reported that the plan was a statutory requirement under the Crime and Disorder Act 1998 and was for three years and was required to be reviewed annually.

The priorities of the plan were reported including cross-cutting themes of alcohol and mental health.

Members noted that there had been an increase in burglaries of dwellings where the main target was for car keys and it was asked why this was not a key measure. It was reported that focus on that area was being dealt with by the Joint Operations Group and there had been a publicity drive around this type of crime and how to reduce the risk of it happening. It was also noted that although there had been an increase in crime, that was still from a very low number.

Members welcomed the cross cutting themes and felt they were important areas to focus on but also believed that improving residents' confidence and reducing the perception of crime would be more difficult and all many wished for was for more 'bobbies' on the street which was challenging for the Police with budgetary matters.

Anti Social Behaviour especially in Burntwood was discussed and it was noted that there were many organisations that were helping to reduce it and it was reported that another, Youth for Christ could be linked in as well and it was agreed to investigate this further. It was also agreed that there should be some linking with Neighbourhood Panels. When asked, it was reported that the licensing process would be able to set conditions to aid the reduction of ASB at late night fast food outlets.

It was reported that other voluntary groups including Late Night Listeners had been of great assistance in dispersing late night club and pub visitors in the City Centre and reducing ASB.

Insp Rae and Ms Place were thanked for their attendance and input for this item

**RESOLVED:** That the draft Lichfield District Community Safety Delivery Plan 2017-202 be endorsed.

## **GP PROVISION ACROSS THE DISTRICT**

The Committee received a presentation on the work of the Clinical Commissioning Groups to relieve pressure on General Practice across the area. Lynn Millar, Executive Director for Primary Care and Eleanor Wood, Senior Primary Care Development Manager from the combined CCGs were welcomed to the meeting and

gave an outline as to what their organisation was doing to help GP's work more efficiently. It was reported that the CCGs would become commissioners of General Practice in the near future.

It was then reported that 90% of NHS contact was through GPs and unfortunately there was currently a national crisis with retiring GPs and difficulties in recruiting.

It was then reported that due to funding and budgetary issues, more innovative ways of working was being considered with new models of care. It was reported that GP's were being encouraged to manage their workflows better including finding different ways to prescribe typical medicines through other staff like nurses so freeing up appointment times. It was also reported that practices were being encouraged to combine allowing for better facilities for patients. Members noted plans to triage paperwork through administrators rather than all be seen and written by GPs also freeing up capacity. This included standardising referrals. It was then reported that the CCG had secured £2.4m to aid an integrated record system.

Provision with Burntwood was discussed and Members felt that the situation was urgent as patient appointments were being cancelled by locums at the Health & Wellbeing centre and housing numbers were increasing with no increase in GP services. It was reported that the situation was known to the CCG and when they become commissioners, they would have more sway to tackle it and a strategic plan was in place ready. When asked it was reported that it was up to the practises themselves to deal with non attending locums and the agencies they are booked through. It was also reported that the Greenwood House proposals were still in place and many younger GPs coming through to the Burntwood area were working in a more innovative way to answer the concerns.

It was discussed that there too were problems in Fradley with no GP provider at all in the area. It was reported that there was not yet a GP who wished to practice in Fradley and so it was the priority to ensure there was adequate provision in the City and Alrewas for residents.

Samuel Johnson Hospital was then discussed and it was reported that there were no plans to close it however the services provided within it was being considered and would be consulted on.

It was noted that digital use was a priority for the CCG but it was noted that some information sharing to GPs was required by fax especially from mental health services and care providers. The CCG assured the Committee that this would be investigated as it should no longer be the case.

Ms Wood and Ms Millar were thanked for their attendance and input for this item

**RESOLVED:** That the information received be noted.

## **2017/18 ACTION PLAN FOR REGULATORY SERVICES, HOUSING AND WELLBEING**

The Committee received a report on the top issues that the Regulatory Services, Housing and Wellbeing service would be focusing on in 2017/18 financial year in support of the Strategic Plan and Corporate Annual Action Plan. It was noted that although the report presented the top issues, others would still be measured as well.

Affordable housing was discussed and it was noted that the target was in line with the Local Plan but risk rated red as it was difficult to meet due to build rates and other complications with development.

The introduction of Public Space Protection Orders for dog control was welcomed and it was confirmed that they could be applied to any land that was open to public access so there was a possibility that closed church yards could be included. It was reported that a consultation would take place with Parish Councils and other interested parties to get their views.

**RESOLVED:** That the 2017/18 Action Plan for Regulatory Services, Housing and Wellbeing be noted.

## **FUNDING THE COMMUNITY AND VOLUNTARY SECTOR**

The Committee received a report requesting views on future levels of investment in and required outcomes from the community and voluntary sector. It was reported that funding from Lichfield District Council and other public sector partners was pooled together and formed the Locality Commissioning Board (LCB) but that the levels of funding from those other partners had ceased.

It was reported that Lichfield District Council's investment to the LCB was £177k and it was felt that this amount should be considered by a Member Task Group to investigate whether this should be amended.

It was agreed that a Member Task Group consisting of Councillors Ray, Rayner and Miss Shepherd should be convened to consider investment levels from Lichfield District Council and what outcomes should be required from this funding.

**RESOLVED:** (1) That a Member Task Group consisting of Councillors Ray, Rayner and Miss Shepherd be convened; and

(2) That the proposed Terms of Reference of the Member Task Group be agreed.

## **STANDING ITEMS**

### **BURNTWOOD HEALTH CENTRES**

The Committee noted the all matter relating to the Burntwood Health Centres had been dealt with in the earlier item of GP provision.

**RESOLVED:** That the information received be noted.

### **STAFFORDSHIRE HEALTH SELECT COMMITTEE**

The Chairman of the Committee reported that the Committee had questioned the Chief Executive of the Wolverhampton NHS Trust including items on Cannock Hospital and all unanswered questions would be provided at the next meeting.

**RESOLVED:** That the information received be noted.

## **VOTE OF THANKS**

It was proposed, duly seconded and

**RESOLVED:** That the sincere thanks of the Committee be recorded to all the Chairmen and Vice-Chairmen for their work during the past year.

(The Meeting Closed at 8.29pm)

CHAIRMAN

**12. COMMUNITY, HOUSING AND HEALTH (OVERVIEW AND SCRUTINY) COMMITTEE**

**DELEGATED TO THE COMMUNITY, HOUSING AND HEALTH (OVERVIEW AND SCRUTINY) COMMITTEE**

12.1 To be responsible for the overview and scrutiny of the work of the Cabinet and the Council in relation to its policy objectives, strategies, performance targets and provision relating to:

- a. Lichfield District Board and Local Strategic Partnership
- b. Community impact (including grant aid and Service Level Agreements, regeneration partnerships, community transport and the Community Hubs)
- c. Community Safety taking account of the powers conferred by the Police and Justice Act 2006 which extends the remit of local authorities to review and scrutinise, and make reports or recommendations regarding the functioning of the responsible authorities (local authorities, fire and rescue authorities, police authorities, the police, probation service and Clinical Commissioning Group) which comprise the local Crime and Disorder Reduction Partnership.
- d. CCTV
- e. Housing (including homelessness, private sector housing, affordable warmth and strategy and enabling)
- f. Environmental Health (including environmental protection and commercial)
- g. Emergency planning and business continuity
- h. The health of the community including those services commissioned and provided by the National Health Service (in accordance with the Local Authority (Overview and Scrutiny Committees Health Scrutiny Functions) Regulations 2002) and delegated to the District Council by the Staffordshire Health Scrutiny Committee.
- i. Lichfield Connects (contact centre)

12.2 To consider the roles and decisions undertaken by the Cabinet Members for Community and Housing & Health.



- 12.3 To assist the Council and the Cabinet in the development of its budget and policy framework to align resources with the Council's priorities.
- 12.4 To conduct research to support the analysis of policy issues and the identification and appraisal of possible options
- 12.5 To consider and comment on mechanisms to encourage and enhance community participation in the development of policy options
- 12.6 To question members of the Cabinet and / or Committees and Chief Officers about their views on issues and proposals affecting the area and/or about their decisions and performance whether generally or in comparison with plans and targets over a period of time or in relation to particular decisions, initiatives or projects
- 12.7 To liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working
- 12.8 To review and scrutinise the performance of other bodies in the area and invite reports from them by requesting them to address the Overview and Scrutiny Committee and local people about their activities and performance
- 12.9 To set up Task Groups to support the Committee in the exercise of its functions.
- 12.10 To question and gather evidence from any person, with their consent
- 12.11 To oversee reviews relating to the Community and Housing & Health Portfolios to receive reports from Project Boards and report the results of their reviews to Cabinet and Council
- 12.12 To report to Full Council on the work of the Committee and make recommendations for future work programmes and amended working methods if appropriate
- 12.13 To exercise the right to call in, for reconsideration, decisions made but not yet implemented by the Cabinet relating to the Community and Housing & Health Portfolios.
- 12.14 To make recommendations to the Cabinet or appropriate Committee and/or Council arising from the outcome of the scrutiny process.

**COMMUNITY, HOUSING AND HEALTH (OVERVIEW AND SCRUTINY) COMMITTEE DRAFT WORK PROGRAMME FOR 2017-18** (Version 1)

<b>Item</b>	<b>30 May</b>	<b>12 Sep</b>	<b>11 Jan</b>	<b>26 Mar</b>	<b>Details</b>	<b>Link to 2016/17 CHH Top 10</b>	<b>Officer</b>	<b>Member Lead</b>
<b>Policy Development</b>								
Terms of reference	✓				To remind the Committee of the terms of reference and suggest any amendments		HT	N/A
Burntwood Health Centres (standing item)	✓	✓	✓	✓	To update Members on developments	N/A	HT	CG
CCTV (standing item)	✓	✓	✓	✓	Member Task Group to support the procurement of a CCTV monitoring service	Links to Corporate Annual Action Plan and delivery of the Friarsgate scheme	JC	DP
Feedback from Staffordshire Health Select Committee (standing item)	✓	✓	✓	✓	The Chairman of the Committee is the LDC representative on the County Council's Health Select Committee and will feed back on any items of relevance to Lichfield District residents. Councillor David Smith is the County Councillor representative on the Select Committee with a remit to feedback to the local Health Panel / Committee	N/A	HT	DL / DS
Disabled Facilities Grants	✓				Update on performance	'Deliver a programme of disabled facilities grants to help people remain living safely at home' is a Directorate top 10 priority	CGi	CG

COMMUNITY, HOUSING AND HEALTH (OVERVIEW AND SCRUTINY) COMMITTEE DRAFT WORK PROGRAMME FOR 2017-18 (*Version 1*)

Item	30 May	12 Sep	11 Jan	26 Mar	Details	Link to 2016/17 CHH Top 10	Officer	Member Lead

Items for Newsletter / Blog	Quarter 1	Quarter 2	Quarter 3	Quarter 4

**COMMUNITY, HOUSING AND HEALTH (OVERVIEW AND SCRUTINY) COMMITTEE DRAFT WORK PROGRAMME FOR 2017-18** (*Version 1*)

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## Appendix A

### Regulatory Services Housing and Wellbeing Annual Action Plan 2017 / 18

Reference no	Ambitions	What will success look like?	Responsible Officer	Governance
<b>Healthy and safe communities</b>				
<b>RHSW1 /AAP3</b>	<b>Ensuring a safe, accessible housing stock</b>	95 Disabled Facilities Grant adaptations completed to allow residents to remain in their own homes.  Countywide review of Adaptations completed by March 2018	Head of Regulatory Services Housing and Wellbeing	O & S
<b>RSHW2 / AAP4</b>	<b>Preventing cases of homelessness</b>	200 cases of at-risk of homelessness prevented from becoming homeless	Head of Regulatory Services Housing and Wellbeing	O & S
<b>RSHW8</b>	Review priorities and governance arrangements for Locality Commissioning and Small Grants Funding	Small Grants Scheme administered by Community Foundation Staffordshire and all grants awarded in association with We Love Lichfield by June 2017 Locality Commissioning priorities and governance arrangements reviewed by June 2017 Revised priorities and governance arranged approved by Cabinet by September 2017.	Head of Regulatory Services Housing and Wellbeing	O & S
<b>Clean, green and welcoming places to live</b>				
<b>RSHW3 /AAP6</b>	<b>Implement the Local Plan and promote housing growth – affordable housing</b>	At least 158 affordable homes built in accordance with the targets of the Local Plan.	Head of Regulatory Services Housing and Wellbeing	O & S

Reference no	Ambitions	What will success look like?	Responsible Officer	Governance
RSHW4 / AAP7	Mitigating the effects on local communities and the environment of the Government's HS2 proposals	Phase 1 – Consider and determine any Control of Pollution Act 1974 Sec 61 consent applications. Phase 2 – Ensure timely and meaningful responses to consultations on draft Environmental Impact Assessment and route design refinement.	Head of Regulatory Services Housing and Wellbeing	O & S
RSHW7	Lead on an internal review of the current arrangements for tackling environmental crime	Environmental Crime Strategy approved by March 2018.	Head of Regulatory Services Housing and Wellbeing	R & LC and O & S
RSHW10	Make our residents' homes safer and healthier	Stock Condition Modelling Report and areas requiring improvement identified by December 2017. Housing conditions complaint investigation protocol agreed and implemented with Bromford by October 2017.	Head of Regulatory Services Housing and Wellbeing	O & S
RSHW11	Introduce Public Space Protection Orders for dog control.	A Public Space Protection Order for dog control approved by March 2018 that meets the reasonable aspirations of partners and residents.	Head of Regulatory Services Housing and Wellbeing	R & LC and O & S
<b>A council that is fit for the future</b>				
RSHW5 / AAP9	Ensure revenue and capital budgets are managed efficiently and effectively.	Outturn to be +/- £17K at 31 <sup>st</sup> March 2018.	Head of Regulatory Services Housing and Wellbeing	O & S
RSHW6 / AAP10	Encourage more customers to use digital means to interact with the council	5% of noise complaints make contact or submit evidence via the Noise App New computer system in place to channel service requests directly from the website to the relevant team	Head of Regulatory Services Housing and Wellbeing	O & S

Reference no	Ambitions	What will success look like?	Responsible Officer	Governance
<b>Vibrant and prosperous economy</b>				
RSHW9	Review Street Trading Policy	New Street Trading Policy that effectively regulates activities and encourages economic development and visitor numbers to the District.	Head of Regulatory Services Housing and Wellbeing	R & LC and O & S

# our strategic plan at a glance

Read in full at [www.lichfielddc.gov.uk/strategicplan](http://www.lichfielddc.gov.uk/strategicplan)

To be a strong, flexible council that delivers good value, quality services and helps to support a **vibrant and prosperous economy, healthy and safe communities** and **clean, green and welcoming places to live.**

How we create a vibrant and prosperous economy

How we create healthy and safe communities

How we create clean, green & welcoming places to live

## What we will do

Between 2016 and 2020 we will place particular importance on:

- Promoting Lichfield District as a good place to invest through the roll out of the Local Plan.
- Ensuring our district is 'open for business' by welcoming and nurturing new enterprises to start up and succeed in our key business centres and rural areas.
- Delivering support, signposting and networking opportunities to existing businesses to help them thrive.
- Making it easy for businesses to interact with us.
- Understanding, monitoring and adapting to business needs and issues across the district.
- Encouraging increased visitors to our district, increased spend in the local economy and more overnight visitors.
- Delivering good quality and safe car parking in our key retail areas.

- Creating policies and events that promote healthy and active lifestyles for all, including young people – from cycle and safe walking routes, through to events, community activities and more.
- Providing support to help those with disabilities and older people stay healthy and active.
- Creating opportunities to increase the number of residents who are physically active, especially in hard to reach groups.
- Supporting and encouraging the development of clubs and other organisations to increase the quantity and quality of leisure and cultural opportunities across the district.
- Delivering a programme of disabled facilities grants to help people remain living safely at home
- Providing help and advice to prevent homelessness.

- Implementing our Local Plan which will ensure a controlled and balanced growth of the district.
- Developing supplementary planning guidance which will help to preserve our historic environment, support rural communities, and ensure the district continues to be an attractive place.
- Maintaining our parks and open spaces which encourage residents to enjoy the outdoors.
- Restoring the historic features of Stowe Pool and Fields.
- Our joint waste service continues to help our residents recycle a large percentage of their waste.
- Pursuing opportunities to transfer some open spaces to local organisations who can look after them for the enjoyment of all (e.g. playing fields).

## By 2020 there will be:

- More local jobs and more people in employment.
- More new businesses locate in our district.
- More businesses succeed.
- More visitors and greater visitor spend in our district.
- A regenerated Lichfield City centre and an improved retail offer in Burntwood.

- More people will be active and healthy.
- More people will be involved in volunteering and community activity.
- Fewer people and families will be homeless.
- More people will feel safer and less worried about crime and anti-social behaviour.
- More people will be living independently at home.

- More affordable homes in the district.
- Our heritage and open spaces will be well maintained or enhanced.
- Our streets will be clean and well maintained.
- More people will use parks and open spaces.
- New homes, office, retail and manufacturing spaces will be built or developed in line with our Local Plan and planning guidance.

## Our council By 2020:

- Our customers will be more satisfied.
- We will continue to be financially responsible.
- Our organisation will have clear corporate values and be committed to openness and transparency.
- More people will interact with us through our website and digital channels.
- We'll be more innovative in how we deliver services and make a difference locally.

This plan sets out the high level outcomes we want to achieve over the next four years. Every year we produce a one-year action plan that sets out the key activities we will deliver to drive forward the priorities set out in this plan in detail, and the measures and targets we use to check how we are doing. Read our actions plans at [www.lichfielddc.gov.uk/actionplans](http://www.lichfielddc.gov.uk/actionplans)



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