

MID DEVON DISTRICT COUNCIL

MINUTES of a MEETING of the COMMUNITY WELL BEING POLICY DEVELOPMENT GROUP held on 7 June 2016 at 2.15 pm

Present

Councillors Mrs A R Berry, Mrs J B Binks, F W Letch, Mrs E J Slade, Mrs H Bainbridge, Mrs G Doe, B A Moore, R J Dolley and Mrs C P Daw

Apologies

Councillor(s) Mrs E M Andrews

Also Present

Councillor(s) C J Eginton, Miss C E L Slade, C R Slade and Mrs M E Squires

Also Present

Officer(s): Andrew Jarrett (Head of Finance), Simon Newcombe (Public Health and Professional Services Manager), John Bodley-Scott (Community Development and Regeneration Manager), Catherine Yandle (Internal Audit Team Leader), Lee Chester (Leisure Centre Manager), Amy Dugard (Consultation and Youth Involvement officer), Kevin Swift (Public Health Officer), Dawn Harris (Benefits Manager), Zoe Lentell (Communities and Governance Officer) and Julia Stuckey (Member Services Officer)

1 ELECTION OF CHAIRMAN (CHAIRMAN OF THE COUNCIL IN THE CHAIR)

RESOLVED that Cllr B A Moore be elected Chairman of the Group for the municipal year 2016/17.

Cllr Moore then took the Chair.

2 ELECTION OF VICE CHAIRMAN

RESOLVED that Cllr Mrs E J Slade be elected Vice Chairman of the Group for the municipal year 2016/17.

3 APOLOGIES AND SUBSTITUTE MEMBERS

Apologies were received from Cllr Mrs E M Andrews and Cllr Mrs J B Binks was permanently replaced by Cllr Mrs C P Daw.

4 PUBLIC QUESTION TIME

There were no members of the public present.

5 MINUTES OF THE PREVIOUS MEETING

The Minutes of the last meeting of the Group were approved as a correct record and **SIGNED** by the Chairman.

6 CHAIRMANS ANNOUNCEMENTS

The Chairman thanked Members for giving him the opportunity to Chair the Group and said that he considered that there would be an interesting year ahead. He encouraged discussion but asked that Members kept their points pithy without repetition. He requested that presentations be brief and to the point and encouraged the reading of reports prior to meetings.

The Chairman reminded the group that there would be a joint meeting with the Decent and Affordable Homes Policy Development Group on 8th July regarding Public Health Enforcement.

7 MENTAL HEALTH MASTERCLASS

Officers from Devon County Council were unable to attend the meeting and it was **AGREED** that the rescheduled visit should be as a Member Briefing so that the full membership could benefit from it.

8 DEVON DISTRICTS SAFEGUARDING POLICY AND MID DEVON DISTRICT COUNCIL SAFEGUARDING GUIDANCE

The Group had before it a report * from the Head of Communities and Governance providing Members with the updated Safeguarding Policy, Guidance and Procedures.

The Consultation and Youth Involvement officer reminded the Group that Safeguarding was taken very seriously and that the Head of Communities and Governance had been working with other Devon Authorities to form a joint policy. This policy clearly defined the roles to be played. A training programme for officers and Members would be rolled out once the policy was agreed.

Discussion took place regarding the level of personal information that could be shared and information that was required by the MASH (Multi Agency Safeguarding Hub). Clarification was sought regarding who was the 'Lead Member' referred to in the policy. It was confirmed that the Lead Member was the Cabinet Member for Working Environment and Support Services.

It was **RECOMMENDED** that subject to an amendment to make clear that the Lead Member referred to within the report was the Cabinet Member for Working Environment and Support Services the Cabinet approve the Devon District Councils joint Safeguarding Policy and the MDDC guidance and procedures.

(Proposed by the Chairman)

Note: - * Report previously circulated and attached to Minutes.

9 EARLY HELP SERVICES 0.13.08

The Group had before it a report * from the Head of Communities and Governance updating Members on the latest developments with the Early Help Services (formerly the Troubled Families Programme).

The Community Development and Regeneration Manager outlined the contents of the report, explaining that The Troubled Families Programme was set up by Central Government in 2011 to 'turn around' the lives of 'the most troubled families' in Britain. The three-year funded programme was extended in 2014 for a further 2 years with the intention that the 'new approach' should be mainstreamed as part of the preventative services available to support children and families in need.

In Devon over the last two years, the Troubled Families Programme had evolved into 'Early Help'. Early Help described a range of multi-agency support services offered to children, young people and families in response to their emerging needs. 'Early Help' aimed to prevent the multiple and often complex needs of families escalating to a degree where they required more expensive specialist support or legal intervention. In this way the service had the dual objectives of protecting children and of reducing the costs of multiple interventions.

Discussion took place regarding;

- The occasional need to share personal information in instances where there were safeguarding concerns;
- The intention that working together could prevent vulnerable children 'slipping through the net';
- The reduction in cost, which had been higher in the first few years due to the initial cost of setting up and reviewing services.

It was **RECOMMENDED** that Cabinet approve the Working Practice Agreement for the sharing of information to support Early Help Provision.

(Proposed by the Chairman)

Note:- * Report previously circulated and attached to Minutes.

10 TAP FUND UPDATE 0.23.01

The Group had before it and **NOTED** a report * from the Head of Communities and Governance providing Members with a summary of spend for the Town and Parish (TAP) Fund in 2015/16 and to inform them of any changes to criteria for 2016/17.

The Communities and Governance Officer outlined the contents of the report which provided an update from the previous year and proposals for the coming year.

The officer explained that some changes had been made to criteria following recommendations from Devon County Council. Areas were now being classed by county ward rather than parish in the hope that smaller parishes would apply. The underspend pot was available on a first come first served basis.

Discussion took place regarding;

- Publicity and the fact that information had been issued to town and parish clerks. It was **AGREED** that this information should be sent again;
- The criteria had been set, which would be circulated to the Group;
- The use of the word 'innovative' and the fact that sometimes the issue that may help a parish may be more practical. The officer confirmed that parishes could apply for funding to help with issues in the community, whether or not they were innovative.

Note: - Report * previously circulated and attached to Minutes.

11 **REVENUE AND CAPITAL OUTTURN 2015/16**

The Group had before it and **NOTED** a report * of the Head of Finance presenting the revenue and capital outturn figures for the financial year 2015/16.

The Head of Finance outlined the contents of the report, explaining that the end of year overspend was £417K. This amounted to 0.5% of a budget of £8.2M.

Areas of overspend outside of the control of the authority included a reduction in the value of recycled glass (£54K) and GP Surgery rating refunds, where at least 5 had been successful. There were a further 42 surgeries in the District and approved refunds were budgeted for within the current budget. Redundancies in the services had been expensive but would reduce costs moving forward.

Areas highlighted as performing well in the last year had been the investment in Market Walk which delivered a profit of £189K and investment with CCLA which returned 4.5% interest. These investments had improved the overall figure by £250K.

Discussion took place regarding leisure services which had incurred redundancy costs and a reduction in income. It was hoped that the staffing structure now in place would increase income.

Note: - * Report previously circulated and attached to Minutes.

12 **PROPOSED CHANGES TO COUNCIL TAX REDUCTION SCHEME 0.40.53**

The Group had before it a report * from the Head of Finance providing members with details of the proposed changes to the Council Tax Reduction Scheme from April 2017.

The Head of Finance explained that Council Tax Reduction (CTR) (also known as Council Tax Support) was introduced on 1 April 2013 and replaced Council Tax Benefit, which had been previously fully funded by the Department for Work and Pensions (DWP).

CTR was a local reduction scheme. The scheme for working-age customers (those below the age to claim State Pension) was set out in the CTR Scheme Policy. The

requirement to have a policy was within S13A and Schedule 1a of the Local Government Finance Act 1992.

The scheme for pension-age customers was a national scheme and was prescribed within Government legislation. Pensioners were protected in order to receive the same level of support they received under the DWP Council Tax Benefit Scheme up to 31 March 2013.

The scheme had been discussed at a recent meeting of Chief Executives in Devon and it had been agreed that minor changes should be considered. In order to undertake any changes it was necessary to go out to consultation. It had been agreed that Devon County Council (DCC) would undertake the consultation. Proposed changes were to align to the current criteria for housing benefit claims and Universal Credit.

Results of the consultation would be fed back to the Group in September.

It was **AGREED** that a Member Briefing be put in place.

The Benefits Manager confirmed that single person discounts remained unchanged and that financial advice would be available to anyone adversely affected by changes.

It was **RECOMMENDED** that Cabinet note the reasons for the proposal, the consultation process and requirement to approve a revised scheme by 31 January 2017.

(Proposed by the Chairman)

Note: - * Report previously circulated and attached to Minutes.

13 **PUBLIC HEALTH/LEISURE 0.49.35**

The Group had before it and **NOTED** a report * from the Head of Human Resources and Development providing an update on current and proposed partnership and collaborative working to increase participation in physical activity and achieve public health objectives.

The Public Health Manager informed the Committee that Cllr Mrs J B Binks had raised the matter of promoting events and partnership projects in Leisure Services. It was agreed that a report be prepared looking at partnership working between Public Health and Leisure Services and external organisations where relevant.

The Officer outlined the contents of the report, highlighting the fact that Public Health and Leisure Services both had a key role in the Corporate Plan priority, to promote physical activity, health and wellbeing. He confirmed that Public Health were working with health partners and community groups to provide a stronger voice for health and wellbeing throughout the District, which in turn may support the financial sustainability of the Leisure Centres, working with schools and community groups to encourage young people to participate in sport and other physical activity, working with partners such as Devon County Council, the National Health Service and other partners on the public health agenda to address health inequalities and working to

develop cultural, sport, leisure and heritage facilities with activities that benefit the entire District.

The officer explained that the report contained statistical information regarding levels of activity for groups of different ages, geography, race, age, disability etc. and quoted that over the last 50 years, UK physical activity levels had declined by 20%. Projections indicated a further 15% drop by 2030. If trends continued by 2030 the average UK person would use only 25% more energy than if they had spent the whole day in bed.

The officer outlined some joint working that was currently taking place. A recent example was that Public Health Services and Mid Devon Leisure had been working with Active Devon, Age UK Mid Devon and Exeter City Football Club to expand the Walking Football programme into the Mid Devon region. The programme had already commenced in Uffculme and Cullompton to be followed by Crediton and Tiverton. The programme was aimed at both men and women aged 50+ years and was a slower version of the 'beautiful game' that should attract individuals with varying levels of fitness and mobility.

Officers were providing Cardiac Rehabilitation Exercises at the centres and staff with specialised training were providing services for the NHS as a direct referral.

Discussion took place regarding:

- Local groups, such as Upstream, were already available for activities such as walking and veteran sports;
- Influencing and working in collaboration with the (NEW) Clinical Commissioning Group and other NHS agencies
- The need to educate regarding nutrition as well as exercise;
- The possibility that Leisure Service activities could be taken out to rural villages and outreach opportunities more broadly.

It was **AGREED** that a six monthly update be added to future agendas.

Note: - * Report previously circulated and attached to Minutes.

14 **LEISURE SERVICES**

Councillor Mrs J B Binks had requested that the Group note appendix 1 of the attached report, regarding leisure services, which was considered by the Scrutiny Committee at their meeting on 23 May 2016.

It was **AGREED** that a report be prepared for the next meeting of the Group.

15 **PERFORMANCE AND RISK 1.23.15**

The Committee had before it and **NOTED** a report * from the Head of Communities and Governance providing Members with an update on performance against the

Corporate Plan and local service targets for 2015-16 as well as providing an update on the key business risks.

The Internal Audit Team Leader outlined the contents of the report and explained that performance for empty shops in all three towns was above target. Tiverton currently had 16 empty shops out of 249, in September 2009 this had been 30 out of 245. Crediton currently had 7 empty shops which in September 2009 had been 17 out of 114 and Cullompton currently had 8 empty shops which in September 2009 had been 17 out of 91.

The Officer reported that food premises inspections had improved, following the appointment of a new officer last October, and that performance was approaching the 100% target.

The Internal Audit Team Leader explained planned changes to the way in which retention of leisure members was recorded, to show an attrition rate, in line with UK Active benchmarking. This would be shown on the next report.

Note: - Report * previously circulated and attached to Minutes.

16 **MEMBERSHIP OF GRANTS WORKING GROUP**

It was **RESOLVED** that the Membership of the Grants Working Group comprise of the full membership of the Policy Development Group.

(Proposed by the Chairman)

17 **START TIME OF MEETINGS**

It was **AGREED** that the start time for meetings remain at 2.15pm.

18 **IDENTIFICATION OF ITEMS FOR THE NEXT MEETING**

Town and Parish Charter
Modern Day Slavery
Public Health Plan for Mid Devon, Incorporating Diet and Nutrition
Environmental Health Fees and Charges
Leisure
Well Being of Youth in Mid Devon
Partnership working in Environmental Health

(The meeting ended at 3.51 pm)

CHAIRMAN