

## HEALTHY COMMUNITIES POLICY ADVISORY GROUP

### Meeting - 17 September 2015

Present: Mr Egleton (Chairman)  
Mr Bastiman, Mr Kelly, Dr Matthews and Mr Pepler

Also Present: For item 12  
Mathew Randle – Resident Service Manager  
Joyce Onuno - Head of Asset Management  
Jeremy Hutchings - Assistant Director, Housing Management

Apologies  
for absence: Mr Walters MBE

#### 12. DISCUSSION WITH L AND Q ON SHELTERED HOUSING PROVISION

The PAG received a PowerPoint presentation from L&Q on South Bucks Sheltered Housing Schemes. The presentation, after setting out L&Q's mission and Vision as long term goals, went on to explain a number of issues as follows:

- Rationale behind managing their stock;
- Criteria used when assessing stock;
- The 82 Sheltered Schemes across 16 Local Authorities;
- The 17 Schemes highlighted as needing intervention
- The location of the 6 schemes identified in South Bucks at Mead House, Iver Heath, Bodley House, Iver Heath, Tower House, Iver, Colston Court, Gerrards Cross, Bolds Court, Stoke Poges and Verdon Court, Farnham Royal.
- The investment of £3m required per scheme to bring them up to a decent standard following improvements and renewals;
- Residents consultation
- Future - Housing for the Elderly and the need to adapt to social and political changes.

During the question and answer session that followed a number of issues were raised/clarified including the following:

- The criteria used for assessing stock in South Bucks would be made available and circulated to members on request;
- The schemes are expensive to maintain in view of their age and construction;
- There is little demand for sheltered housing as the accommodation type was not now appropriate to meet the needs of local residents;
- Hence the importance of looking at alternatives e.g. keeping people in their own home and making adaptations as appropriate;
- L+Q had decided to keep back some more suitable units of accommodation to enable a planned approach to vacating the sheltered properties;
- An organisation chart with key contact numbers would be made available;
- No resident would be forced out of their home during the 2/3 year period of the review.

The Portfolio Holder, after accepting the offer from L&Q to return to a future meeting, thanked the representatives for attending the meeting and for their very detailed and informative presentation on South Bucks Sheltered Schemes.

#### 13. MINUTES

The minutes of the meeting held on 17 June 2015 were received.

#### 14. REPORTS FROM MEMBERS

The report of the meeting of the Buckinghamshire Healthcare Trust on 29 July 2015 from Cllr Pepler was circulated at the meeting.

15. **HEALTHY COMMUNITIES UPDATE REPORT**

The PAG received a report providing an update on a number of subjects falling within Community, Health and Housing Services. The PAG's attention was particularly drawn to the subject of Community Safety and the requirement for the Council and Community Safety Partnership to undertake a Domestic Homicide review following the murder of a resident who was temporarily residing in Wycombe.

16. **CURRENT ISSUES**

The PAG agreed that this standard item should be removed from the agenda of future meeting as current issues would be covered in the update report of the Head of Health Communities

17. **ASSESSMENT OF NATIONAL INFRASTRUCTURE PROJECTS- CUMULATIVE ENVIRONMENTAL IMPACTS**

Over the years South Bucks District has been affected by national infrastructure developments and the PAG received a report identifying a number of infrastructure proposals which will have a further significant adverse impact on the District particularly to the South and West around Iver

Due to the number and range of threats to the district it is important that a robust process is in place to provide environmental information and establish the current baseline, identifying the significant risks to the quality of life for communities in the district in terms of noise, air quality and water resources / flooding.

A budget to challenge or mitigate against the impact of infrastructure projects already existed and the report proposed that £20k be set aside from this budget to cover the costs associated with commissioning a competent consultancy to establish an environmental baseline assessment. The PAG indicated its support for this proposal and in doing so recognised that the list of infrastructure projects in paragraph 2 of the report was not exhaustive and that there were other projects (e.g. works around Burnham Station) and issues (changes in flight paths) that would also have an environmental impact on the District.

Mindful of the need to keep abreast of issues and to work in partnership with other neighbouring authorities that were similarly affected by infrastructure projects, particularly Heathrow, the PAG also supported a proposal for the Council to become a member of the Local Authorities Airports Noise Council at an annual cost of £505 which can be met from existing budgets.

Having considered the advice of the PAG the Portfolio Holder **AGREED** to **RECOMMEND** to Cabinet that

1. £20k be set aside from the existing budget to challenge or mitigate against infrastructure projects to commission a piece of work to establish the environmental baseline.
2. Authority be delegated to the Head of Healthy Communities, in consultation with the Portfolio Holder, to scope the work required and commission a Consultant to undertake the environmental assessment.
3. The Council becomes a member of the Local Authorities Airports Noise Council.

18. **SUBSCRIPTIONS AND DONATIONS**

The PAG considered a report setting out the requests that had been made from the following community organisations for the second round of funding from the Subscriptions and Donations budget 2015/16, £1991 of which remained unallocated:

- Chattertots - £5,500
- Hedgerley Football Club - £750
- Pop Goes the Choir - £3,000

Having considered the advice of the PAG which supported the recommendations in the report, the Portfolio Holder **AGREED** to **RECOMMEND** to Cabinet that the three applications for funding be refused for the reasons given in the report

## 19. COMMUNITY DEVELOPMENT GRANTS

The PAG received a report setting out the applications which had been made from the following organisations for funding from the Community Development Grant budget for 2015/16 of which a balance of £15k remained:

Organisation	Amount Requested £
Iver Heath Bowls Club	1500
Friends of Holtspur Park	400
Denham Bowls Club	1500
Curzon Centre	3000
Farnham Common Village Hall	6170

During the discussion the PAG was advised that the restriction set out in paragraph 6 that only 65% of the budget can be spent in the first 6 months was not a legal requirement set out in financial regulations. This had probably been imposed by members to ensure that funding was available for allocation in the last 6 months of the year. The limit was therefore discretionary and could be exceeded in appropriate circumstances of which the current round of requests was an example given that the 6 months would shortly be met.

Mindful that the current grant allocation process for outside bodies had been in place for some years and of the need to ensure that the limited resources available were targeted to meet the Council's objectives the PAG also supported a proposal for the process to be the subject of a review, such review also to include the criteria for assessment.

Having considered the advice of the PAG the Portfolio Holder **AGREED** to **RECOMMEND** to Cabinet that:

1. Capital grants be awarded to the five organisations listed above in the sums indicated.
2. That the grants allocation process for Outside Organisations be the subject of a review.

## 20. 2014/15 GREENHOUSE GAS REPORT AND FUTURE TARGET

The PAG received a report on the draft Greenhouse Gas Report for submission to Department of Energy and Climate Change (DECC). The report also highlighted the Council's recent energy and cost savings and Reduction Targets.

The Greenhouse Gas Report is produced annually and follows a prescribed format. The report must be submitted to DECC by 31<sup>st</sup> July and posted on the Council's website. The fifth draft Greenhouse Gas Report has been produced and was attached as appendix A to the report. The report highlighted that the Council had not met its rolling 5% energy reduction target for the reason set out in paragraph 4.7 The report went on to provide details of the savings achieved and a proposal to reduce the target to 2%

During the discussion the PAG felt that not meeting the 5% target did not provide sufficient justification to reduce the target and whilst recognising that the 5% was challenging felt that it should be retained as it would encourage everyone to consider the environmental impact of initiatives and focus on the need to achieve efficiency savings.

Having considered the advice of the PAG the Portfolio Holder **AGREED**:

1. That the revised Greenhouse Gas report be uploaded onto the Council's website:  
AND to **RECOMMEND** to the Cabinet
2. That the Council's on year carbon reduction saving for 2015/16 remain at 5%.

## 21. SMOKE AND CARBON MONOXIDE ALARM REGULATIONS

The Smoke and Carbon Monoxide Alarm (England) Regulations 2015 were due to come into effect on 1 October 2015 and the PAG received a report on the implications of the Regulations which will require private landlords of residential premises to:

- Install smoke alarms on each floor of their rented property
- Install a carbon monoxide alarms in each room where there is a solid fuel burning appliance
- Carry out checks to ensure the alarms are in working order at the start of each new tenancy

The Council as local housing authority will be responsible for enforcing the Regulations and the report went onto to explain that the Council will have the following options when dealing with a non compliant landlord:

- Charge the maximum penalty of £5000 in all cases
- Charge a lesser amount, or have a scale of charges for repeated or breaches at multiple properties.
- Not charge a fixed penalty at all.

Having considered the advice of the PAG which supported the option to charge the maximum penalty the Portfolio Holder **AGREED** to **RECOMMEND** to Cabinet that:

1. the requirement, subject to parliamentary approval, for residential landlords to install smoke and carbon monoxide alarms in their rented properties be noted.
2. authority be delegated to the Head of Healthy Communities to enforce the Regulations and the Scheme of Officer Delegations be amended accordingly.
3. the Head of Healthy Communities, in consultation with the Portfolio Holder, be authorised to prepare and agree a Statement of Principles in respect of the fixed penalty charge for failure to comply with a remedial notice..
4. the fixed penalty charge be set at the maximum amount of £5000 where a landlord has failed to comply with a remedial notice.

## 22. HOUSING OPTIONS AND ALLOCATIONS - LOCATA SOFTWARE

The PAG received a report providing an update on the procurement of software to secure the continuation of the Bucks Home Choice system beyond the end of the current agreement with Locata in January 2016.

The report after explaining Locata, went on to identify the following three options that had been considered during the procurement process:

1. Negotiate with Locata to continue to deliver the existing Bucks Home Choice IT System after the current agreement expired;
2. Review other suppliers and options for the delivery of software to support housing options allocations; and
3. Do nothing

For the reasons given in the report Option 1 was considered the most appropriate, pursuit of which required Management Team to agree an exemption to Contract Procedure Rules and in particular the requirement to obtain competitive tenders. on grounds of urgency and no genuine competition. The next step would involve the four Councils liaising with Locata to agree the serves to be provided in a new Framework Agreement and a final price for the delivery of this agreement. The outcome of the negotiations would be reported to a future meeting of the PAG.

During the discussion the Portfolio Holder asked for a presentation on the Bucks Home Choice system to be made at the next meeting.

The Cabinet is asked to **NOTE** the exemption agreed by Management Team.

**23. CHANGES TO SMOKEFREE LEGISLATION**

The PAG received a briefing note setting out changes made to smoke - free legislation. From 1 October 2015 it will be illegal:

- for retailers to sell electronic cigarettes (e-cigarettes) or e-liquids to someone under 18
- for adults to buy (or try to buy) tobacco products or e-cigarettes for someone under 18
- to smoke in private vehicles that are carrying someone under 18

With regard to smoking in private vehicles, from 1 October 2015, private vehicles must be smokefree if they are enclosed, there is more than one person present and one of them is under 18. The rules do not apply to e-cigarettes.

It will be an offence:

- for a person of any age to smoke in a private vehicle that is carrying someone who is under 18;
- for a driver (including a provisional driver) not to stop someone smoking in these circumstances.

The PAG noted that the impact of the changes to the Council would be minimal.

**24. HEALTH PROFILES**

Public Health England published updated health profiles for all district councils on 2nd June 2015 and the PAG received a report describing the profile for South Bucks and highlighting areas of concern as set out in paragraph 4.2. During the discussion the PAG expressed concern on the number of people killed or seriously injured on the roads as set out in paragraph 4.2.8 and asked for more information to be submitted to a future meeting.

**25. EXEMPT INFORMATION**

That under Section 100(A)(4) of the Local Government Act 1972 the following item of business is not for publication to the press or public on the grounds that it involves the likely disclosure of exempt information as defined in Paras 1 and 3 of Part 1 of Schedule 12A to the Act.”

**26. MINUTES OF THE MEETINGS OF THE SOUTH BUCKINGHAMSHIRE MEMBERS ADVISORY PANEL HELD ON:**

The PAG noted the Part II minutes of the meeting 30 June 2015 and further noted that the Panel’s reporting relationship with the PAG was under review.

**27. CURRENT ISSUES (PART II)**

None.

The meeting terminated at 7.50 pm