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11 June 2015

To: Chairman – Councillor Ben Shelton
Vice-Chairman – Councillor James Hockney
Members of the Partnerships Review Committee – Councillors David Bard,
Henry Batchelor, Kevin Cuffley, Andrew Fraser, Jose Hales, Roger Hall and
Janet Lockwood
Quorum: 5

Dear Councillor

You are invited to attend the next meeting of **Partnerships Review Committee**, which will be held in the **Swansley Room A&B, Ground Floor** on **Friday, 19 June 2015 at 2.00 p.m.**

Members are respectfully reminded that when substituting on committees, subcommittees, and outside or joint bodies, Democratic Services must be advised of the substitution *in advance of* the meeting. It is not possible to accept a substitute once the meeting has started. Council Standing Order 4.3 refers.

Yours faithfully
JEAN HUNTER
Chief Executive

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AGENDA		PAGES
1. Apologies To receive apologies for absence from committee members.		
2. Declarations of Interest		
3. Minutes of the Previous Meeting To authorise the Chairman to sign the Minutes of the meeting held on 27 March 2015 as a correct record.		1 - 4
4. Public Questions		

- 5. Policing, Crime and Disorder** **5 - 10**
Representatives from the Cambridgeshire Constabulary and the Police and Crime Commissioner's Office will be in attendance for this discussion item. A briefing note on the South Cambridgeshire Crime and Disorder Reduction Partnership (CDRP) is attached for information along with the CDRP Community Safety Plan for 2015/16.
- 6. Reports from Members appointed to Outside Bodies** **11 - 22**
To consider update reports from Members appointed to represent the Council on outside bodies.
- 7. Work Programme 2015/16** **23 - 34**
To consider the Partnerships Review Committee's work programme for 2015/16. The Council's Corporate Forward Plan is attached for information.
- 8. Dates of Future Meetings**
Proposed meeting dates for the 2015/16 are:
- Thursday 27 August 2015 at 2pm
 - Thursday 19 November 2015 at 2pm
 - Thursday 21 January 2015 at 2pm
 - Thursday 21 April 2015 at 2pm

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"I propose that the Press and public be excluded from the meeting during the consideration of the following item number(s) in accordance with Section 100(A) (4) of the Local Government Act 1972 on the grounds that, if present, there would be disclosure to them of exempt information as defined in paragraph(s) of Part 1 of Schedule 12A of the Act."

If exempt (confidential) information has been provided as part of the agenda, the Press and public will not be able to view it. There will be an explanation on the website however as to why the information is exempt.

OUR LONG-TERM VISION

South Cambridgeshire will continue to be the best place to live, work and study in the country. Our district will demonstrate impressive and sustainable economic growth. Our residents will have a superb quality of life in an exceptionally beautiful, rural and green environment.

OUR VALUES

We will demonstrate our corporate values in all our actions. These are:

- Working Together
- Integrity
- Dynamism
- Innovation

GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL

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- make Cambridgeshire a place where people wanted to live.
- Members were informed that there was no inflation link with the City Deal investment.

Discussion and questions ensued:

Transport:

- The issue of congestion in and around Cambridge City was raised and the Leaders were asked how the City Deal would help reverse this. In response, Members were informed that the City Deal recognised that the areas around Cambridge had to be looked at as a priority, with a focus on getting people out of their cars and onto buses. The City Deal recognised that the bus provider Stagecoach would not invest in more buses and residents would not use buses, if buses could not navigate the city centre in a timely way.
- Members were informed that Milton, Histon and Madingley roads were a focus for the City Deal to tackle by 2019.
- Campaigns continued for funding from other sources to tackle transport infrastructure issues that were outside the City Deal, such as improvements to the A10.
- Members were informed that the Science Park railway station was a focus, as this was a very congested part of Cambridge.
- The City Deal would work with the bus provider Stagecoach to encourage more people out of their cars and onto buses to access the city centre, but recognised that the provider would not invest in more buses and residents would not use buses if buses could not navigate the city centre in a timely way.
- Car parking charges in the city centre were questioned. Members were informed that this was a means of dissuading people from driving and parking in the city centre all day, and encouraging them to use public transport instead.
- Congestion charging was queried, with Members informed that the Leaders did not believe this would be the right route to resolve the congestion issues in Cambridge, however all options needed to be considered.
- The Leaders were asked to bear in mind that as Cambridge developed, research institutes and other businesses would look to locate their offices in outlying areas such as at Sawston Business Park, and that access to these sites should be kept in mind.
- Whilst the proposal to move some Park and Ride sites further out of the City centre was congratulated, the Leaders were asked to urge the bus provider to utilise existing resource in providing bus services.
- Members commented that the bus service provided by Stagecoach to villages outside Cambridge was regarded as poor and as such, contributed to the congestion in Cambridge as village residents had to use their cars to get into Cambridge. The need to look at rural bus services was recognised.
- The A1307 was highlighted by Members as a particular problem, which was recognised by the Council Leaders.

Skills:

- Members were informed that the skills project would benefit all skill sets. Better liaison between business and educational establishments was a focus, to ensure educational establishments were producing students with the skills that business and industry needed, and who were ready for work at the end of their courses.
- The importance of engaging with small businesses to ensure their needs were heard was emphasised, as it was felt that large businesses were already being engaged with. It was pointed out that many small businesses could not afford to offer apprenticeship schemes.
- A challenge identified was getting educational establishments to take risks in

designing courses that were more appropriate and gauged towards the needs of business and industry, rather than running courses that they could guarantee to fill easily, but that would not produce the skills needed by businesses and industry. The Local Enterprise Partnership and the three Council Leaders were working together to address this.

- Members expressed concern that 'old' more traditional skills such as metal and wood working needed to be maintained either through technical colleges, or existing colleges should be encouraged to provide more of these skills.
- Concern was expressed regarding the potential loss of European funding to Cambridge bio-science organisations if there was a European referendum
- The Leaders were made aware of the significant concerns the community in Waterbeach had regarding the potential dualling of the A10. Assurance was sought from the Leaders that softer measures would be looked amongst the options for the A10. The Leaders assured Members that influencing changes in behaviour and pursuing softer measures with schools and employers for instance was preferred, rather than pursuing big build projects in order to solve problems.

Affordable Homes:

- A City Deal New Homes Bonus revenue report was circulated, as a proposed mechanism for monitoring the New Homes Bonus. The Leaders recognised that this mechanism was no different to what the City Deal Executive Board would want to see reported, however names of individuals should not be included.

The Committee **ENDORSED** the broad strategic approach that was being taken by the City Deal.

6. REPORTS FROM MEMBERS APPOINTED TO OUTSIDE BODIES.

The committee **NOTED** the update reports that had been received from members appointed to represent the Council on outside bodies.

Councillor Roger Hall provided a verbal update on the County Archives and informed Members of the relocation of the Cambridgeshire Collection from the top floor of Sawston Library to Ely. Concern was expressed regarding this as this was a well used resource by Sawston residents. Councillor Hall would feed this concern back to the Cambridgeshire Collection.

7. WORK PROGRAMME

The June 2015 meeting of the committee would focus on policing issues, with the Commissioner and Chief Constable being invited to attend the meeting to discuss neighbourhood and local policing.

Future meeting dates would be set at the June 2015 meeting. Members agreed that following the June meeting, representatives from Stagecoach and the County Council should be invited to attend, to discuss bus services in the District.

8. DATES OF FUTURE MEETINGS

- Tuesday 9 June at 2pm.

The Meeting ended at 11.20 a.m.

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Agenda Item 5

CRIME & DISORDER REDUCTION PARTNERSHIP BRIEFING NOTE

To: Partnerships Review Committee

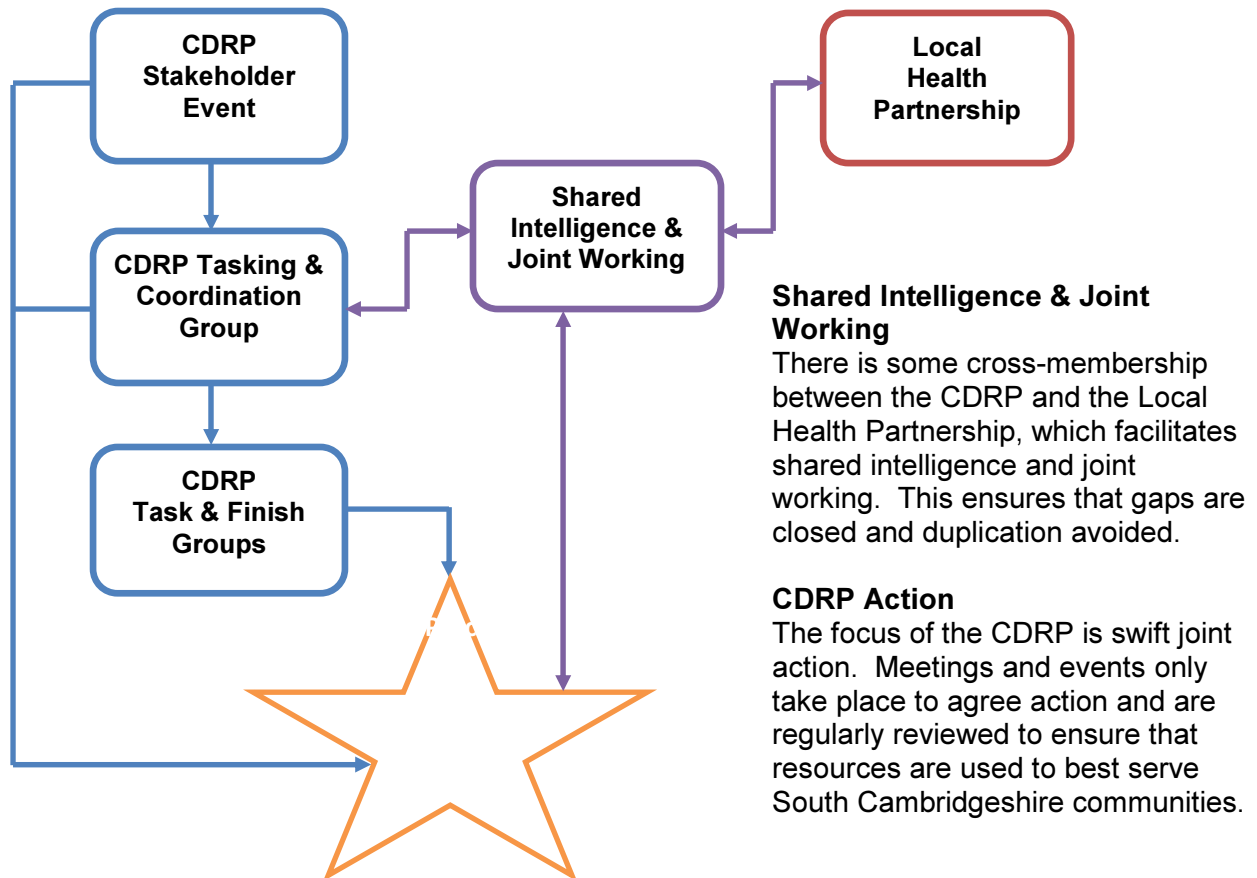
Date: 19 June 2015

WHO DOES WHAT?

The South Cambridgeshire Crime & Disorder Reduction Partnership (CDRP) is a statutory partnership that brings together agencies that can make an impact on reducing crime and anti-social behaviour. The CDRP Board holds two stakeholder events a year to agree priorities, agree the spending plan and challenge the actions taken by the Tasking and Coordination Group.

The multi-agency Tasking and Co-ordination Group meets on a monthly basis to tackle problems that require a multi-agency response and overcome operational and procedural issues of concern. The Tasking and Co-ordination Group includes a core of District Council, County Council, Police, NHS and Fire Service. Other organisations are invited dependent on emerging priorities. The tasking and coordination group uses a priority tracker to ensure that actions are progressed.

The District Council's elected member representative is Councillor Ben Shelton. The Council's lead officers on the CDRP are the Chief Executive and the Director, Health & Environmental Services.



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South Cambridgeshire Crime and Disorder Reduction Partnership COMMUNITY SAFETY PLAN 2015/6

About the CDRP

The Crime and Disorder Reduction Partnership brings together agencies who aim to reduce crime and anti-social behaviour through a balance of prevention and enforcement work.

Our Tasking and Co-ordination Group meets every month to tackle the problem people, places, or themes that need a multi-agency response, as well as overcome strategic and/or operational issues affecting progress.

The group includes a core of District Council, County Council, Police, NHS and Fire & Rescue Service. Other organisations participate in the group when new problems and issue emerge that they can contribute to.

Two Stakeholder Events are held during the year for the whole Partnership to agree priorities, track progress made, agree the spending plan and challenge actions taken by the Tasking and Coordination group.

Priorities April 2015 to March 2016

The following partnership priorities were agreed after looking at the evidence presented through our Annual Strategic Assessment:

- Child sexual exploitation including grooming via the internet and child-on-child offences (e.g. “sexting” and domestic abuse within teenage relationships)
- Domestic abuse between adults
- Crimes targeted at the elderly or other vulnerable members of the community including rogue trading, distraction offences and internet fraud
- Human trafficking including forced labour, workplace exploitation and sexual exploitation

Focusing on these new and emerging risks does not mean partnership work to address community concerns such as burglary and anti-social behaviour will end. Having been CDRP priorities in previous years, the partnership approach to tackling these concerns is well established and “business as usual”.

The Tasking & Co-ordination Group will review trends and intelligence to identify and focus on additional issues that need to be focused on during the year.

CDRP actions contributing towards priorities April 2015 to March 2016

PRIORITY 1: LEAD AGENCY - PUBLIC HEALTH (TONY LACEY)

CHILD SEXUAL EXPLOITATION INCLUDING GROOMING VIA THE INTERNET AND CHILD-ON-CHILD OFFENCES

(e.g. "sexting" and domestic abuse within teenage relationships)

This priority includes:

Deliver Chelsea's Choice programme to all South Cambs secondary schools (Police)

Research & develop appropriate CSE scenario for year 5 & 6 Safety Zone programme (F&RS & others)

Contribute to countywide Safeguarding processes (All CDRP partners)

Identify and deliver CSE and Trafficking awareness training for staff of CDRP agencies (SCDC) (see priority 4)

PRIORITY 2: LEAD AGENCY - CAMBRIDGESHIRE COUNTY COUNCIL (TBC)

DOMESTIC ABUSE BETWEEN ADULTS

This priority includes:

Provide Domestic Abuse awareness training for agency staff (County Council)

PRIORITY 3: LEAD AGENCY - TRADING STANDARDS (AILEEN ANDREWS)

CRIMES TARGETTED AT THE ELDERLY OR OTHER VULNERABLE MEMBERS OF THE COMMUNITY INCLUDING ROGUE TRADING, DISTRACTION OFFENCES AND INTERNET FRAUD

This priority includes:

Targeted intelligence-led operations (Police)

Support "Scams Awareness Month" (Trading Standards)

Develop community based approach to tackling rogue traders and scams (Trading Standards)

Research & develop a Safety Zone scenario so students can warn relatives about scams (F&RS & TS)

Develop an Internet Safety "Train the Trainer" package (CDRP T&CG)

PRIORITY 4: LEAD AGENCY – POLICE (CHIEF INSP JAMES SUTHERLAND)

HUMAN TRAFFICKING INCLUDING FORCED LABOUR, WORKPLACE EXPLOITATION AND SEXUAL EXPLOITATION

This priority includes:

Targeted intelligence led operations and enforcement (Police with agencies in support)

Host slavery awareness summit to increase awareness in parishes and villages (Police)

Identify and deliver awareness CSE and Trafficking training for staff of CDRP agencies (CDRP) (see priority 1)

Agenda Item 6



REPORT TO: Partnerships Review Committee
LEAD OFFICER: Legal and Democratic Services Manager

19 June 2015

REPORTS FROM MEMBERS APPOINTED TO OUTSIDE BODIES

Purpose

1. To consider update reports from Members appointed to represent the Council on outside bodies.

Recommendations

2. That this report be noted.

Background

3. The District Council appoints Members to a range of external bodies, known as outside bodies, so that the authority's views can be represented when they meet. The most up-to-date list of outside bodies and the Members appointed to represent the Council on them is attached to this report at **Appendix A**, for information.
4. The status of some outside bodies can change without the Council being informed. Members are encouraged to report any changes to the outside bodies set out in the appendix, or any outside bodies they think are missing, to Democratic Services.

Considerations

5. Update reports on outside bodies used to be submitted to meetings of full Council, or Cabinet for those Cabinet Members appointed to outside bodies.
6. In considering how information is reported back from the outside bodies that Members are appointed to, the Civic Affairs Committee on 5 December 2013 agreed that:
"all Members appointed to an outside body should submit a written update report to each quarterly meeting of the Partnerships Review Committee, instead of Council, with the exception of those Members who already report to Cabinet."
7. This report provides the Partnerships Review Committee with those update reports received from Members appointed to represent the Council on outside bodies. Updates from outside bodies will feature as a standing agenda item for meetings of the Partnerships Review Committee in accordance with the Civic Affairs Committee's decision.

Update reports from Members

8. Councillor Caroline Hunt has provided an update report on the Cambridge Airport Consultative Committee. This is attached at **Appendix B**.
9. Councillor Bridget Smith has provided an update on the Carers' Trust. This is attached at **Appendix C**.
10. Councillor Sue Ellington has provided an update on Health and Wellbeing committees. This is attached at **Appendix D**.

Implications

11. In the writing of this report, taking into account financial, legal, staffing, risk management, equality and diversity, climate change, community safety and any other key issues, there are no significant implications.

Consultation responses (including from the Youth Council)

12. No consultation has taken place on the content of this report.

Effect on Strategic Aims

We aim to engage with residents, parishes and businesses to ensure we deliver first class services and value for money

13. Requiring update reports from those Members appointed to outside bodies will provide the Council with valuable information on the work of external organisations.

Background Papers

No background papers were relied upon in the writing of this report.

Report Author: Graham Watts – Democratic Services Team Leader
Telephone: (01954) 713030

APPENDIX A
List of Outside Bodies

Name	Representative(s)
Age Concern	Charlie Nightingale
Bassingbourn Village College Centre Management Committee	Nigel Cathcart
Cambridge Airport Consultative Committee	Caroline Hunt
Cambridge City, South Cambs & County Council Strategic Transport & Spatial Planning Group	Pippa Corney Sebastian Kindersley Tim Wotherspoon Ray Manning (sub)
Cambridge Marriage Guidance Council (Relate)	Val Barrett
Cambridgeshire & Peterborough Association of Local Councils (CPALC)	David McCraith
Cambridgeshire & Peterborough Waste Partnership	Mick Martin
Cambridgeshire Policy and Crime Panel	Ben Shelton
Cambridgeshire Historic Churches Trust Advisory Council	Roger Hall
Cambridgeshire Museums Advisory Partnership	Aidan Van de Weyer
Cambridgeshire Water Forum	Tim Wotherspoon
Carers Trust Cambridgeshire	Bridget Smith
Comberton Village College Governing Body Sub-Committee	Tim Scott
Cambridgeshire County Health Committee	Sue Ellington Andrew Fraser (sub)
Conservators of the River Cam	Tim Wotherspoon
Cottenham Village College Sports Centre Management Group	Simon Edwards
County Advisory Group on Archives & Local Studies	Roger Hall
East of England Local Government Association	Ray Manning
Emmaus Cambridge Community	Hazel Smith
Farmland Museum Trustees	Peter Johnson
Francis John Clear Almshouses, Melbourn	Val Barrett
Friends of Milton Country Park	Anna Bradnam
Gamlingay Village College GVC Leisure Ltd	Bridget Smith
Greater Cambridge City Deal Executive Board	Ray Manning Simon Edwards (sub)
Health and Wellbeing District Members Forum	Sue Ellington
Linton Voluntary Community Business and Premises Group	Henry Batchelor
Mepal Outdoor Centre	Simon Edwards
Natural Cambridgeshire	Tim Scott
Needingworth Quarry Liaison Committee	Brian Burling
North Herts & District Citizens Advice Bureau	Val Barrett
Old West Internal Drainage Board	Simon Edwards Ray Manning Tim Wotherspoon
Over & Willingham Internal Drainage Board	Christopher Cross
Papworth Hospital NHS Foundation Trust	Nick Wright
Responsive Repairs Partnership Management Board	Val Barrett Bunty Waters Hazel Smith

Sawston Patient Reference Group	David Bard
Shifting Offered Furniture Around (SOFA)	Janet Lockwood
South Cambs Crime & Disorder Reduction Partnership Group	Ben Shelton
South Cambs Local Health Partnership	Sue Ellington
Swaffham Internal Drainage Board	Robert Turner
Swavesey Byeways Advisory Committee	Robert Turner Sue Ellington
Swavesey Internal Drainage Board	Brian Burling Sue Ellington
Swavesey Village College Community Committee	Mark Howell Sue Ellington
Waterbeach Level Internal Drainage Board	James Hockney Peter Johnson

APPENDIX B

Minutes of the meeting of the Cambridge International Airport Consultative Committee Cambridge Airport Wednesday 13 May 2015, 10.30am

Present:

Mr John Bridge OBE DL, Chairman
Mr Terry Holloway, Secretary
Mr Nathan Deverell, General Manager Cambridge International Airport
Mr David Cran, Airport Manager
Ms Elizabeth Freeman, Teversham Parish Council
Mr Mark Easterfield, Fen Ditton Parish Council
Mr John McGill, Flight Path Association
Mr Geoffrey Fry, Gt Wilbraham Parish Council
Mr Ken Hart, SCAM
Cllr Caroline Hunt, South Cambs District Council
Mr Allan Coatesworth, Northside Flying Club
Mr Wayne Fuller, Mid Anglia School of Flying
Cllr Caroline Hart, Cambridge City Council
Mr Stuart Wood, Abbey People
Mr Tim Bonavia, Quy Paris Council
Mr Chris Huckstep, Chief Test Pilot, Marshall Aerospace & Defence Group
Ms Jenny Earles, Trumpington Residents Group (in place of Kate Wright)

Representatives of Local Councils in attendance:

Mrs Joanna Gilbert-Wooldridge, Planning, Cambridge City Council
Mr Ed Durrant, Planning, South Cambs District Council
Mr Alexander Nix, Cambridge City Council
Ms Yvonne O'Donnell, Environmental Health, Cambridge City Council
Ms Emma Knight, Environmental Health South Cambs District Council

In attendance:

No one in attendance

Members of public in attendance:

No one in attendance

No representatives of the press were present, notwithstanding that invitations had been issued

Item 1 – Apologies for Absence

1.1 Apologies had been received from: Mr Bernard Townshend, Ms Kate Wright, Mr Roger Bourdon, Cllr Paul Sales, Mr Anthony Cooke, Mr David Brown, Ms Stacey Krystna, Cllr Rob Dryden.

Item 2 – Opening Remarks by the Chairman

2.1 The Chairman welcomed committee members to the meeting and said that he was delighted to have been appointed as permanent Chairman of the Cambridge International Airport Consultative Committee as a unanimous nomination from all local councils.

2.2 The Chairman commented that we were all here to work together to discuss and deal with any issues affecting Cambridge International Airport. He mentioned that the Airport is a very important asset for the local economy, which we should all be supporting, but to ensure that any development of the Airport is done with the minimum impact on local people.

2.3 The Chairman said he was looking forward to working with the Committee in the future and said that if there were any areas of difficulty, he would be delighted if people would contact him direct and with the minimum of delay.

(Secretary's note: Mr Bridge's contact details are contained within the membership list attached)

2.4 The Chairman asked if the Secretary would attach the Terms of Reference for the Committee to the minutes, to ensure that all members were clear about the purposes of the Consultative Committee and the way it should operate.

(Secretary's note: A copy of Terms of Reference are attached)

Item 3 – Adoption of Minutes from the Last Meeting

3.1 The minutes of the last meeting held on Wednesday 26 November 2014 were agreed and formally adopted.

Item 4 – Matters Arising from the last Meeting

4.1 There were no matters arising from the previous meeting.

Item 5 – Report from the Cambridge International Airport General Manager

5.1 The Airport General Manager reported that Mr Steve Jones, Managing Director of Marshall Aviation Services, whose duties included as Director of Cambridge International Airport, had retired from the Company and his responsibilities in terms of compliance for the Airport had been assumed by Neal Jennion, Infrastructure and Compliance Director.

5.2 Mr Nathan Deverell, the Airport General Manager reported that movements at the Airport remained low in comparison to historic levels.

5.3 The Airport General Manager reported that there was no intention for the Darwin or CityJet flights, which had been discontinued prior to the previous meeting, to recommence but that Sunair, who were operating under a British Airways franchise, were flying four return flights a week, as a corporate shuttle service, to Gothenburg in Sweden. These flights leave at 0700 and return at 1900hrs. He further reported that Eastern Airways and Blue Island Airways

are continuing with their Saturday afternoon flights to Jersey and Verona. It was noted that the Verona flights would not be operating during August.

- 5.4 At the previous meeting, Mr Neal Jennion had provided an overview of the Airport's plans for renovating the runway service and it was noted that the Airport had been closed for the period 9 – 20 April. It was noted that the major part of the work, which particularly included the improvement of drainage and lighting, had been completed and that further work would be continued on an overnight basis between now and September.
- 5.5 The Airport General Manager also reported that, whilst the main priority of the Airport was supporting aircraft coming into Marshall Aerospace & Defence Group for maintenance purposes, the Airport was continuing to support General Aviation and Executive Aircraft operations.
- 5.6 Councillor Caroline Hunt, of South Cambs District Council, commented that local people had been very pleased with the arrangements made by the Airport for this overnight work to be conducted. She said that no complaints had been received. She asked that her congratulations and thanks for 'the job well done' be placed on record. Councillor Caroline Hart of Cambridge City Council made similar comments, commenting that the City Council was very grateful for the advance notice and for the public meetings, which kept people in the picture.

5.7 Questions

5.7.1 Following questions from Mr Ken Hart of SCAM about the number of terminals at the Airport, the Airport General Manager confirmed that there was only one Airport Terminal in use, which is the terminal which has been in use for some time. It was noted that a Fixed Base Operation (FBO) had been put in place some years ago to provide private General Aviation aircraft, particularly jets, with a passenger handling facility, under arrangements that had been adopted by other airports throughout the country. Additionally, it was noted that other passengers arrived at the Airport through the Light GA Handling Centre (the Cambridge Aero Club) and through some of the other tenant organisations.

5.7.2 In response to a question from Mr Ken Hart it was confirmed that the Marshall Aerospace & Defence Group 'Canteen', which was fenced off and segregated from the terminal facility, did not form part of the Airport Terminal.

5.7.3 Mr Ken Hart of SCAM expressed his personal concerns that 'permitted development' and other developments of the airfield had been conducted outside of the current rules and commented that he had been in contact with South Cambs District Council about these matters. The Airport Consultative Committee Chairman, Mr John Bridge remarked that planning processes do not fall under the remit of this committee and said that SCAM must continue their communications on this matter with South Cambs District Council, and he remarked that he was satisfied with the Airport's comments that they have, at all times in the past and currently, been acting properly in all planning matters.

5.7.4 Following further discussions about the planning status of the Airport, in which Mr Hart was very clear to say that he was not suggesting that the Airport was either corrupt or had lied (about planning matters), he said that SCAM will be invoking Section 191 of the Town and Country Planning Act.

5.7.5 Although a Planning Officer from South Cambs District Council was present in attendance, the Chairman considered it was inappropriate for him to make any remarks about these matters at the meeting.

5.7.6 In response to a question from Mr Ken Hart of SCAM about the public safety zone (PSZ), Mr David Cran confirmed that meetings had been held with the Department for Transport about the PSZ and the decision was that the PSZ will remain in place.

5.7.7 In response to a question from John McGill of the Flight Path Association, it was confirmed that the Airport Authorities were being involved in consultations about the development of land to the south of the airfield. Mr David Cran particularly remarked that the Airport had interest in the possible impact of development on birds on the airfield.

Item 6 – Cambridge International Airport Flight Evaluation Unit Report

6.1 In the absence of Stacey Krysta, who has responsibility for the Flight Evaluation Unit Report, David Cran presented the Flight Evaluation Report. A copy of this report which had been circulated prior to the meeting is attached to these minutes.

6.2 It was noted that movements were at an all time low and that noise complaints had decreased significantly.

6.3 In response to questions, it was confirmed that:

6.3.1 The 0600hrs departures, which had caused complaints in the past, were no longer operating.

6.3.2 The City Flyer training flights were attracting less complaints.

6.3.3 City Flyer training flights will continue in the future and the Airport would provide dates of this training in advance to all members of the Consultative Committee.

Item 7 – Any Other Business

7.1 In the absence of any items of other business being notified in advance, the Chairman reported that there was to be no discussion under this agenda item.

7.2 In response to a question from SCAM, the Chairman confirmed that any members of the Committee could submit items for the agenda for consideration. He drew attention to para 6.1 of the Terms of Reference, which required potential agenda items to be submitted in writing to the Secretary in advance of the meeting. It was noted that the inclusion of any tabled agenda items would be at the discretion of the Chairman, but that all papers must be both relevant and clear.

Item 8 – Dates of Next Meeting

8.1 The next meeting will be held on:

Wednesday 18 November 2015 – 10.30am

APPENDIX C

Report to Council on The Carers' Trust from Cllr Bridget Smith

I have had a couple of meetings now with the Carers Trust to talk about their work and specifically about the Care Act 2014 which is now law.

There are 60 000 carers in Cambridgeshire. These include people caring for children and adults with special medical and educational needs, and a surprisingly large number of young carers. Many carers suffer from poor physical and mental health as a direct result of their caring role and many live in situations of financial hardship. 83% have felt lonely or socially isolated as a result of their caring responsibilities. Many suffer from depression.

The focus of the new act is on preventing carers reaching crisis point by building support into their lives and helping them to be more resilient. It gives the carer as much importance as the person being cared for. It also makes sure that ALL carers have access to good quality advice and information and control over their own support needs.

The Carers Trust has won the County Contract to deliver statutory assessments of needs to all carers in the county. The focus is on those people who are not yet known to the authorities and aims to provide sufficient support to them so that they do not present problems serious enough to need high level interventions. An assessment of a carer's needs identifies what they require in order to remain well and able to fulfil their role as a carer e.g. respite care once a month for the cared for person, babysitting each week to allow them to go to the gym, help with laundry, someone to talk to, etc.

The Care Act creates a national minimum eligibility threshold. Where a carer's needs reach threshold, the LA must consider how they are met and, depending upon financial means, may be under a duty to provide services to meet those eligible needs.

The Carers Trust will offer support and advice to all carers in the County and councillors should be signposting residents with caring responsibilities to them at every opportunity.

<http://www.carerstrustcambridgeshire.org/wp-content/uploads/2012/04/CTC-CTP-Looking-after-someone-A5-01.08.14-v1.0.pdf>

There are a number of fact sheets about the Care Act 2014 available on the .Gov.uk Department of Health website.

<https://www.gov.uk/government/publications/care-act-2014-part-1-factsheets>

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APPENDIX D

Report to the Partnerships Committee regarding Health and Wellbeing Committees Cllr Sue Ellington

There have been a range of Health related committee meetings as well as subcommittee meetings looking at specific aspects of health provision over the past 3 months. Some are duplicate discussions in different forums, some have moved on. It would therefore appear best to deal with topics rather than meetings.

Hinchingbrooke Hospital

The Health Committee on March 12th asked for a briefing on progress to return Hinchingbrooke to the NHS and to review the reasons for the poor CQC report. Unfortunately CQC failed to attend but The Clinical Commissioning group and Hinchingbrooke Executive outlined the problems and steps which were being taken to mitigate the effect on patients. A director had been appointed by the NHS Trust Development Authority and arrangements being made to take full responsibility from April 1st. Many of Hinchingbrookes problems stemmed from changes to the health environment/economy and increases in emergency admissions.

A further update to the Health Committee on May 28th from the previous Circle Executive, Monitor representatives, CCG and current finance director indicated that circle had been under significant pressure to produce progress reports and weekly update meetings etc. It was also stated that the end of year finances were significantly in deficit (early figures suggest £34million) and the new executive management team were expected to produce a sustainable financial plan to redress the balance.

Clearly this will continue to be monitored

CCG Out of hours and 111 services

This was raised in relation to the procurement of the contract in March with committee providing feedback to the consultation document. It was raised again on May 28th when the changes to the system were proposed. Unfortunately, the 111 system is a national programme and significant changes have to be agreed nationally but the local CCG has developed ways of working which will hopefully mitigate against the problems identified locally such as length of wait before call back and referral to a GP, rather than follow protocol to send the patient to hospital.

E-Hospital implementation

Addenbrookes Hospital implemented a new computer system for patient records last year. This was introduced as a "Big Bang" and resulted in significant problems for clinicians and patients.

The Local Health Partnership Committee heard from the GPs that specimens and pathology results were going missing resulting in the need for duplicate samples and lack of continuity of care. The Hospital said that they were experiencing the expected number of problems and they were sorting them out. However on May 28th the CCG admitted that there had been some events which had proved detrimental to patient care and one patient had died and 2 others were recovering. There had also been a considerable drop in turnover due to the system. The training of staff had not been entirely completed because staff had been unable to attend due to heavy workloads. But they continue to have confidence in the system.

Delayed Discharge

A report to the May 28th Health Committee indicated that there had been a 2% drop in lost bed days over the last year. Clearly Social Care carries some responsibility due to the need to

establish a care package. Recruiting of staff in some areas is very difficult and suitable care home placements are scarce. However the NHS also carry responsibility due to delays in getting equipment, medication and transport in place.

Annual Public Health report

This has just been published and is very useful for easy access data.

Transport and Health Joint Strategic Needs Assessment

This document goes some way to looking at transport in relation to health. Not only the need to encourage healthy methods of transport e.g walking and cycling, but also the need to reduce pollution. This will form a very useful database for reports and evidence to support change but I feel I wanted to see more information about the travelling undertaken in relation to health appointments. A working group agreed to follow this up.

Mental Health Sub group

This group is part of the Local Health Partnership and is seeking to introduce training for all care, housing, police, and health workers dealing with clients who have low level mental health problems. The first course is June 3rd and can take up to 40 trainees.

Uniting Care Partnerships

A report to the Older Persons Sub group of the Health Committee in May was very positive. 17 new Wellbeing teams have been formed and 4 integrated care teams. The integrated care teams have specialist members. These teams are alerted by One Call which handles all incoming emergency calls from GPs. The teams then visit the person at home rather than send for an ambulance. This appears to be working well and will be rolled out to include referrals from Nursing and residential care.

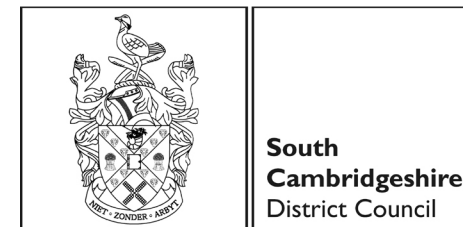
The Joint Emergency Team (Jet) attends within 2 hours and is specific to over 65 year olds and over 16s with a long term illness.

There is so much change going on that I am happy to answer any questions if you contact me.

Sue Ellington

NOTICE OF KEY DECISIONS

To be taken under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 between 21 May and 21 October 2015



Notice is hereby given of:

- Key decisions that will be taken by Cabinet, individual Portfolio Holders or Officers
- Confidential or exempt executive decisions that will be taken in a meeting from which the public will be excluded (for whole or part)

A Key Decision is a decision, which is likely:

- (1) (a) to result in the authority incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards

(2) In determining the meaning of 'significant' for the purposes of the above, the Council must have regard to any guidance for the time being issued by the Secretary of State in accordance with section 9Q of the 2000 Act (guidance).

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 restriction on their disclosure, copies may be requested from Democratic Services, South Cambridgeshire District Council, South Cambridgeshire Hall, Cambourne Business Park, Cambourne, Cambridge, CB23 6EA. Agenda and documents may be accessed electronically at www.scambs.gov.uk

Formal notice is hereby given under the above Regulations that, where indicated (in column 4), part of the meetings listed in this notice may 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 overleaf for the relevant paragraphs.

*If you have any queries relating to this Notice, please contact
Maggie Jennings on 01954 713029 or by e-mailing Maggie.Jennings@scambs.gov.uk*

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

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the financial or 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 matter 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 enactment 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

The Decision Makers referred to in this document are as follows:

Cabinet

Councillor Ray Manning
Councillor Simon Edwards
Councillor Mark Howell
Councillor Mick Martin
Councillor Robert Turner
Councillor David Whiteman-Downes
Councillor Tim Wotherspoon
Councillor Nick Wright

Leader of the Council
Deputy Leader and Finance and Staffing Portfolio Holder
Housing Portfolio Holder
Environmental Services Portfolio Holder
Planning Portfolio Holder
Corporate and Customer Services Portfolio Holder
Strategic Planning and Transportation Portfolio Holder
Economic Development Portfolio Holder

Key and non-key decisions expected to be made from 21 May 2015

Decision to be made	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Portfolio Holder and Contact Officer	Documents submitted to the decision maker
Risk Management Strategy Non-Key	Council	21 May 2015		Cllr Francis Burkitt, Chairman of Corporate Governance Committee John Garnham, Principal Accountant (General Fund & Projects)	Recommendation from Corporate Governance Committee referred to Council for ratification
Ermine Street Housing Ltd: Re-appointment of Director 2015-16 Non-Key	Council	21 May 2015		Housing Portfolio Holder Fiona McMillan, Legal & Democratic Services Manager and Monitoring Officer	Report with recommendation to Council (publication expected 13 May 2015)
Write-offs 2014/15 Non-Key	Council	21 May 2015		Finance and Staffing Portfolio Holder	Report for information on those write-offs approved by the Chief

				Katie Brown, Revenues Manager	Finance Officer and Finance & Staffing Portfolio Holder during the previous financial year (publication expected 13 May 2015)
Sizes, Terms of reference & Appointments to Committees for 2015/16 Non-Key	Council	21 May 2015		Leader of Council Graham Watts, Democratic Services Team Leader	Report (publication expected 13 May 2015)
Appointments to Outside, Joint and other Member Bodies for 2015/16 Non-Key	Council	21 May 2015		Leader of Council Graham Watts, Democratic Services Team Leader	Report (publication expected 13 May 2015)
Joint Annual Scrutiny & Overview Committee and Partnerships Review Committee Report	Council	21 May 2015		Cllr Roger Hickford, Chairman of Scrutiny & Overview Committee. Cllr Ben Shelton, Chairman of Partnerships Review	Report (publication expected 13 May 2015)

Non-Key				Committee Graham Watts, Democratic Services Team Leader	
Major Opposition Group Leader's Annual Report Non-Key	Council	21 May 2015		Cllr Bridget Smith, Major Opposition Group Leader	Report (publication expected 13 May 2015)
A14: Development Consent Order (DCO) Key	Strategic Planning and Transportation Portfolio Holder's Meeting	End of May/beginning of June 2015 (TBA)		Strategic Planning and Transportation Portfolio Holder Jonathan Dixon, Principal Planning Policy Officer (Transport), Claire Spencer, Senior Planning Officer (Transport Policy)	Report (publication in month of May/June)
Local Plan update Key	Planning Portfolio Holder	09 June 2015		Planning Portfolio Holder Caroline Hunt, Planning Policy	Report (publication expected 1 June 2015)

				Manager	
Affordable Housing Supplementary Planning Document - Consultation Non-Key	Planning Portfolio Holder	09 June 2015		Planning Portfolio Holder David Roberts, Principal Planning Officer	Report (publication expected 1 June 2015)
Flood and Water Management Supplementary Planning Document - Consultation Non-Key	Planning Portfolio Holder	09 June 2015		Planning Portfolio Holder Jonathan Dixon, Principal Planning Policy Officer (Transport)	Report (publication expected 1 June 2015)
Gypsy and Traveller Update Non-Key	Planning Portfolio Holder	09 June 2015		Planning Portfolio Holder Stephen Hills, Affordable Homes Director, Jo Mills, Planning and New Communities Director	Report for information (publication expected 1 June 2015)
Community Infrastructure Levy	Planning Portfolio Holder	09 June 2015		Planning Portfolio Holder	Report (publication expected 1 June

(CIL) Update Non-Key				James Fisher, S106 Officer	2015)
Tourism: New Destination Management Organisation Key	Economic Development Portfolio Holder	11 June 2015		Economic Development Portfolio Holder Nicole Kritzinger, Development Officer	Report (publication expected 3 June 2015)
Tenancy Fraud Policy Key	Housing Portfolio Holder	17 June 2015		Housing Portfolio Holder Julie Fletcher, Housing Performance Improvement Team Leader	Report and Policy (publication expected 9 June 2015)
Anti-social Behaviour Statement of Policy & Procedures relating to council tenants and leaseholders Key	Housing Portfolio Holder	17 June 2015		Housing Portfolio Holder Julie Fletcher, Housing Performance Improvement Team Leader	Report and Policy (publication expected 9 June 2015)
Position Statement:	Scrutiny and	July 2015 (TBA)		Corporate and	Report and

Finance, Performance and Risk (end of year report) Key	Overview Committee Cabinet	09 July 2015		Customer Services Portfolio Holder John Garnham, Principal Accountant (General Fund & Projects)	appendices publication before 01 July 2015) Report and appendices (publication expected 01 July 2015)
Joint Waste Collection Service with Cambridge City Council: Fleet and Maintenance Arrangements Key	Cabinet	09 July 2015		Environmental Services Portfolio Holder Mike Hill, Health and Environmental Services Director	Report (publication expected 1 July 2015)
Waterbeach: Depot Lease Agreement Key	Cabinet	09 July 2015		Environmental Services Portfolio Holder Mike Hill, Health and Environmental Services Director	Report (publication expected 1 July 2015)
NORTHSTOWE: s.106 Heads of Terms and Civic Hub	Cabinet	09 July 2015		Strategic Planning and Transportation Portfolio Holder	Report (publication expected 1 July 2015)

Key				Jo Mills, Planning and New Communities Director	
Shared Services Key	Cabinet	09 July 2015		Leader of Council Alex Colyer, Executive Director, Corporate Services	Report (publication expected 1 July 2015)
Housing Development Agency Key	Cabinet	09 July 2015		Housing Portfolio Holder Alex Colyer, Executive Director, Corporate Services	Report (publication expected 1 July 2015)
Orchard Park Task & Finish Group Recommendations Non-Key	Cabinet	09 July 2015		Cllr Lynda Harford, Chairman of the Group	Report (publication expected 01 July 2015)
Write-offs 2015/16 Key	Finance and Staffing Portfolio Holder Finance and Staffing	21 July 2015 20 October 2015		Finance and Staffing Portfolio Holder Katie Brown, Revenues Manager	Report (publication expected 13 July 2015) Report (publication

	Portfolio Holder				expected 12 October 2015)
	Finance and Staffing Portfolio Holder	19 January 2016			Report (publication expected 11 January 2016)
	Finance and Staffing Portfolio Holder	19 April 2016			Report (publication expected 11 April 2016)
Position Statement 2015/16: Finance, Performance and Risk	Cabinet	21 July 2015		Corporate and Customer Services Portfolio Holder	Q1 Report (publication expected 02 September 2015)
Non-Key	Cabinet	10 September 2015		John Garnham, Principal Accountant (General Fund & Projects), Richard May, Policy and Performance Manager, Graham Smith, Management Accountant	Q2 Report (publication expected 04 November 2015)
	Cabinet	12 November 2015			Q3 Report (publication expected 03 February 2016)
	Cabinet	11 February 2016			Q4 Report (publication expected in month of July 2015)
Appointment to the Independent	Council	23 July 2015		Leader of Council	Report (publication expected 15 July

Remuneration Panel Non-Key				Maggie Jennings, Democratic Services Officer	2015)
Rural Settlements List 2016/17 Key	Finance and Staffing Portfolio Holder	20 October 2015		Finance and Staffing Portfolio Holder Katie Brown, Revenues Manager	Report (publication expected 12 October 2015)
WILLINGHAM: Wilford Furlong Project Non-Key	Housing Portfolio Holder	21 October 2015		Housing Portfolio Holder Gill Anderton, Head of Housing (New Build)	Report (publication expected 13 October 2015)

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