Wednesday 19 February 2020

A meeting of the above Sub-Committee will be held at the Town Hall, Royal Leamington Spa on Wednesday, 19 February 2020 at 6.00pm.

Membership:

Councillor Cullinan Councillor A Dearing Councillor Noone Councillor Redford (Chair)

Emergency Procedure

At the commencement of the meeting, the Chairman will announce the emergency procedure for the Town Hall.

Agenda

1. **Apologies and Substitutes**

- (a) to receive apologies for absence from any Councillor who is unable to attend; and
- (b) to receive the name of any Councillor who is to act as a substitute, notice of which has been given to the Chief Executive, together with the name of the Councillor for whom they are acting.

2. **Declarations of Interest**

Members to declare the existence and nature of interests in items on the agenda in accordance with the adopted Code of Conduct.

Declarations should be entered on the form to be circulated with the attendance sheet and declared during this item. However, the existence and nature of any interest that subsequently becomes apparent during the course of the meeting must be disclosed immediately. If the interest is not registered, Members must notify the Monitoring Officer of the interest within 28 days.

Members are also reminded of the need to declare predetermination on any matter.

If Members are unsure about whether or not they have an interest, or about its nature, they are strongly advised to seek advice from officers prior to the meeting.

3. Minutes

To confirm the minutes of the Health Scrutiny Sub-Committee meeting held on 19 November 2019. (Pages 1 to 4)









4. **Review of the Work Programme & Forward Plan**

To consider a report from Democratic Services. (Pages 1 to 3)

5. Health and Well Being Aspects in Private Sector Housing

To consider a report from Housing.

(Pages 1 to 6)

6. **Physical Activity Promotion and Development**

To consider a report from Cultural Services. (Presentation)

7. Health & Wellbeing Outside Bodies Updates (Standing Agenda Item)

To receive verbal updates from Councillor Redford and Councillor Falp, the Portfolio Holder – Health & Community Protection, who represent the District Council in respect of the WCC Adult Social Care & Health Overview & Scrutiny Committee and the WCC Health & Wellbeing Board.

Published on Tuesday, 11 February 2020

General Enquiries: Please contact Warwick District Council, Riverside House, Milverton Hill, Royal Leamington Spa, Warwickshire, CV32 5HZ.

> Telephone: 01926 456114 E-Mail: <u>committee@warwickdc.gov.uk</u>

Enquiries about specific reports: Please contact the officers named in the reports.

You can e-mail the members of the this Sub-Committee at <u>HealthScrutinySC@warwickdc.gov.uk</u>

Details of all the Council's committees, councillors and agenda papers are available via our website <u>www.warwickdc.gov.uk/committees</u>

Please note that the majority of the meetings are held on the first floor at the Town Hall. If you feel that this may restrict you attending this meeting, please call (01926) 456114 prior to this meeting, so that we can assist you and make any necessary arrangements to help you attend the meeting.

The agenda is also available in large print, on request, prior to the meeting by calling 01926 456114.

Health Scrutiny Sub-Committee

Minutes of the meeting held on Tuesday 19 November 2019 at the Town Hall, Royal Learnington Spa at 6.06pm.

Present: Councillor Redford (Chair); Councillors Cullinan and A Dearing

Also Present: Councillor Falp, Portfolio Holder – Health & Community Protection

8. **Apologies and Substitutes**

There were no apologies received.

9. **Declarations of Interest**

There were no declarations of interest made.

10. Minutes

The minutes of the meeting held on 17 September 2019 were taken as read and signed by the Chair as a correct record.

11. Review of Health Scrutiny Sub-Committee 2018/19

The Sub-Committee considered a report from Health and Community Protection which summarised the review and the achievements of the Health Scrutiny Sub-Committee during 2018/19. The report also provided information to aid the discussion of the Committee in order that the opinion of the Committee could be provided to the Overview and Scrutiny Committee, as it had requested a review to be undertaken of the future of the Health Scrutiny Sub-Committee.

The Health Scrutiny Sub-Committee had met once since the elections in May 2019. During this meeting, the Chair was elected and the revised Health and Wellbeing Action Plan based upon the Council's three strand objectives and the identified 2019/20 priorities were scrutinised.

There was a Governance Review of the democratic structure of the Council taking place and this was due to continue for a further 12 months.

It was recommended that the review of the Sub-Committee should be considered in the wider Governance Review and therefore any recommendation to the Overview and Scrutiny Committee regarding the future of the Sub-Committee should be deferred for 12 months. This would also provide Members of the Sub-Committee with the opportunity to assess its value and contribute to the wider Governance Review.

Members were informed that the Sub-Committee had undertaken the following activities over the period:

2018/19:

- Joint Strategic Needs Assessment Update
- Annual Status Report Air Quality Management

HEALTH SCRUTINY SUB-COMMITTEE MINUTES (Continued)

- Scrutiny of the Promoting Health & Wellbeing in the Wider District Focus on Mental Health priority
- Scrutiny of the 'Improved Housing Conditions' priority
- Scrutiny of the Health and Wellbeing Benefits of Warwick District Council's Direct Access Hostel
- Scrutiny of the Health and Wellbeing Approach 2018-19 Annual Update

2019/20:

- Update received on the Joint Strategic Needs Assessment Wave 1 (presented by the Associate Director – NHS South Warwickshire CCG and WCC)
- Training provided for the Committee
- Scrutiny of the refreshed Health and Wellbeing Action Plan.

Members of the Sub-Committee were concerned that should it be decided that the Health Scrutiny Sub-Committee was no longer needed, its function would have to be performed by the Overview & Scrutiny Committee. Members felt that the Overview & Scrutiny Committee agendas were already extremely busy and there was a shared concern that there would not be enough time and therefore attention given to the scrutiny of the health element within the District.

The Chair emphasised that it was important to keep the meetings of the Sub-Committee focused on those elements where it was within its remit to make a difference. Members recognized that a large majority of the issues were the responsibility of Warwickshire County Council and not that of the District Council.

In response to questions from Members, the Portfolio Holder for Health and Community Protection and the Head of Health & Community Protection explained that if agreed, the report would be considered by the Overview & Scrutiny Committee.

It was therefore

Recommended to the Overview & Scrutiny Committee that in light of the ongoing Governance Review of Democratic Structure of Warwick District Council, the work of the Sub-Committee continues for a further 12 months and its role and remit be considered as part of the wider Governance review.

Resolved that the work of the Sub-Committee and the Council against the Health and Wellbeing approach since the start of the 2018/19 municipal year, be noted.

12. Annual Status Report – Air Quality Management

The Sub-Committee considered a report from Health and Community Protection which updated Members on the local air quality management.

Appendix 1 to the report was the Warwick District Council Annual Status 2019 report.

HEALTH SCRUTINY SUB-COMMITTEE MINUTES (Continued)

The Chair thanked officers for a very good report and for their hard work in producing it.

In response to questions from Members, the Portfolio Holder for Health and Community Protection, the Head of Health & Community Protection, the Environmental Protection Team Leader and the Safer Communities Manager explained that:

- one of the areas where the limits were exceeded was Castle Hill in Kenilworth;
- three additional diffusion tubes were added in this location in response to previous exceedances;
- the sites mentioned at page 42 in the report, Appendix A, were monitored because they had previously experienced a problem;
- Warwick District Council and Warwickshire County Council were working together to tackle the pollution levels;
- at the moment, there were no concerns regarding PM10 and PM2.5, which were both well below the permitted annual exceedances. However, the only way to keep on top was to keep monitoring them;
- PM2.5 were the ones of particular concern;
- the monitoring equipment was extremely expensive and it was owned by DEFRA;
- Warwick District Council was meeting its requirements in terms of monitoring;
- the devices referred to at the third bullet point, page 21 in the report, were body-worn personal devices, and volunteers would take bus, cycle and car journeys. The data generated would provide a database around behavioural change;
- the new diffusion tubes referred to at the sixth bullet point, page 21 in the report, were actual test tubes with chemicals and filter paper;
- the monitoring device on the Parade next to Tesco Supermarket in Royal Learnington Spa was situated at approximately 2.1 – 2.7 metres high;
- monitoring using the diffusion tubes was not a matter of placing one tube in, rather, changing a tube every two weeks for a whole year, and this was therefore a significant investment. Whilst Councillors could ask for additional sites to be monitored, the cost of it would also need to be considered when making a decision;
- a Supplementary Planning Document (SPD) had been produced for Air Quality, which needed to be taken into consideration by applicants when bringing forward planning applications;
- it was up to the individual developer to do a software modelling exercise based on older data. This would then be looked at by officers, who could accept it or go back to the developer with their comments;
- the report was still a draft report because it had not yet been approved by DEFRA, which was the final verification process;
- the report was available online and with the Committee papers;
- the electric buses bid for route 57 had been unsuccessful, and officers were trying to submit other bids which hopefully would be more successful;
- there was a need to both change behaviours and provide the necessary infrastructure. The issue with many villages not being served by a reliable bus service remained;

HEALTH SCRUTINY SUB-COMMITTEE MINUTES (Continued)

- Warwick University encouraged its students to use public transport rather than drive;
- a train stop at Warwick University would be beneficial and the Head of Health and Community Protection agreed to have a conversation with the relevant stakeholders; and
- it was important to keep an eye on the HS2 development and the potential impact it could have on air quality.

Resolved that the report and appendix be noted.

13. Health & Wellbeing Outside Bodies Updates (Standing Agenda Item)

Councillor Redford informed the Sub-Committee that the last meeting of Warwickshire County Council – Adult Social Care & Health Overview & Scrutiny Committee had been cancelled.

14. Review of the Work Programme & Forward Plan

The Sub-Committee considered a report from Committee Services which informed Members of the work programme for 2019/20, attached as Appendix 1 to the report, and the current Forward Plan. The work programme should be updated at each meeting to accurately reflect the workload of the Sub-Committee.

Resolved that

- policy on Regulating the Private Rent Sector Health and Wellbeing Aspects and Physical Activity Promotion and Development reports be added on the Work Programme for 14 January 2020; and
- the Head of Health and Community Protection will invite Ms Van de Venter, the Associate Director – NHS South Warwickshire CCG to attend the 14 January 2020 meeting if possible.

(The meeting finished at 7.15pm)

CHAIR 19 February 2020

Health Scrutiny Sub Cor WARWICK III DISTRICT III COUNCIL	nmittee – 19 Agenda Item No. 4		
Title	Review of the Work Programme & Forward Plan		
For further information about this report please contact	Patricia Tuckwell, Civic & Committee Services Manager, 01926 456114 or committee@warwickdc.gov.uk		
Wards of the District directly affected			
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?	No		
Date and meeting when issue was last considered and relevant minute number	19 November 2019		
Background Papers	N/A		
This report is produced for Scrutiny meeting	ngs for governance purposes. It is part of		

This report is produced for Scrutiny meetings for governance purposes. It is part of the process for ensuring that the Council is held to account for the decisions it makes or may make.

1. Summary

1.1 This report informs the Sub-Committee of its work programme for 2020 attached as Appendix 1 to the report and of the current Forward Plan February 2020 - May 2020 .

2. **Recommendation**

- 2.1 Members consider the work programme at Appendix 1 to the report and agree any changes as appropriate.
- 2.2 The Sub-Committee to: identify any Executive items on the Forward Plan which it wishes to have an input before the Executive makes its decision; and to nominate a Member to investigate that future decision and report back to the Sub-Committee.

3. **Reasons for the Recommendation**

3.1 The work programme should be updated at each meeting to accurately reflect the workload of the Sub-Committee.

4. Background

- 4.1 At each meeting, the Sub-Committee will consider its work programme and the Council's published Forward Plan and make amendments where necessary to its work programme.
- 4.2 Overview & Scrutiny Committee may request that the Sub-Committee undertakes areas of Health Scrutiny.
- 4.3 Officers may present reports to the Sub-Committee to seek direction on their content.
- 4.4 Warwickshire County Council, as the lead authority for Health Scrutiny, can ask the District Council to undertake areas of health scrutiny.

Health Scrutiny Sub-Committee Work Programme 2020/2021

19 February 2020

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Policy on Regulating the Private Rent Sector – Health & Wellbeing Aspects	Health Scrutiny Sub-Committee, 21 November 2017	Written Report	Housing Services			
Physical Activity Promotion and development report	Health Scrutiny Sub-Committee, 21 November 2017	Written Report or Presentation subject to agreement from Chairman	Cultural Services			

21 July 2020

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Social Isolation Report	Overview & Scrutiny Committee Meeting, November 2019	Written report	Marianne Rolfe			
JSNA Waves 3 & 4	Health Scrutiny March 2019	Written Report	Marianne Rolfe	Presentation from external – Emily Van Der Venter		
Action on Homelessness update. (Update from March 2019 report on WDC's Direct Access Hostel)	Health Scrutiny March 2019	Written Report	Housing Services			

Appendix 1 (continued)

				<u>= (contentaca</u>
Health & Wellbeing	Written Repor	t Marianne	March 2021	Annual report
Action Plan and Annual		Rolfe /		
Update Report		Elizabeth		
		Young/		
		Bernie		
		Allen/		
		Portfolio		
		Holder		

17 November 2020

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date

9 March 2021

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date

Items where a date is to be set • JSNA Wave 2

- Care Quality Commission external speaker

WARWICK Health Scrutiny Sub-Con DISTRICT 19 February 2020	Agenda Item No. 5 mmittee
Title	Health and Well Being Aspects in Private Sector Housing
For further information about this report please contact	Lisa Barker - Head of Housing Services Lisa.barker@warwickdc.gov.uk
	Mark Lingard - Private Sector Housing Manager mark.lingard@warwickdc.gov.uk
Wards of the District directly affected	All
Is the report private and confidential	No
and not for publication by virtue of a	
paragraph of schedule 12A of the	
Local Government Act 1972, following	
the Local Government (Access to	
Information) (Variation) Order 2006?	
Date and meeting when issue was	Health Scrutiny Sub-Committee – 3 July
last considered and relevant minute	2018
number	Minute 6
Background Papers	None

Contrary to the policy framework:	No
Contrary to the budgetary framework:	No
Key Decision?	No
Included within the Forward Plan? (If yes include reference number)	No
Equality Impact Assessment Undertaken	No
This is an update report only.	

Officer/Councillor Approval

Officer Approval	Date	Name		
Chief Executive/Deputy Chief Executive	03/01/20	Bill Hunt		
Head of Service	23/12/19	Lisa Barker		
СМТ	24/12/19	Chris Elliott		
Section 151 Officer	03/01/20	Mike Snow		
Monitoring Officer	23/12/19	Andrew Jones		
Finance	03/01/20	Andrew Rollins		
Portfolio Holder(s)	15/01/20	Cllr Jan Matecki		
Consultation & Community	Engagement			
None with specific regard to th	is report.			
Final Decision? Yes				
Suggested next steps (if no	t final decisio	on please set out below)		

1. Summary

- 1.1 On 3 July 2018 a report came before the Committee providing an update on actions undertaken by Housing Services during 2017/18 in improving housing conditions in which residents live, this being a key task in the Health & Wellbeing Action Plan.
- 1.2 On 17 September 2019 the Committee reviewed its work programme. It resolved that a report on health and well being aspects in private sector housing be added to the work programme for January 2020.

2. **Recommendation**

2.1 That the Health Scrutiny Sub-Committee considers and comments upon the work undertaken on health and wellbeing aspects in private sector housing from 1 April 2018 to 30 September 2019.

3. **Reasons for the Recommendation**

- 3.1 At a meeting on 17 September 2019 the Committee resolved that health and well being aspects in private sector housing be included in the work programme for the first meeting of 2020.
- 3.2 This report provides a review of work undertaken from 1 April 2018 to 30 November 2019 to enable the Committee to scrutinise progress.

4. **Policy Framework**

4.1 Fit for the Future (FFF)

The Council's FFF Strategy is designed to deliver the Vision for the District of making it a Great Place to Live, Work and Visit. To that end amongst other things the FFF Strategy contains several Key projects.

The FFF Strategy has 3 strands – People, Services and Money and each has an external and internal element to it. The table below illustrates the impact of this proposal if any in relation to the Council's FFF Strategy.

FFF Strands				
People	Services	Money		
External				
Health, Homes, Communities	Green, Clean, Safe	Infrastructure, Enterprise, Employment		
Intended outcomes: Improved health for all Housing needs for all met Impressive cultural and sports activities Cohesive and active communities	Intended outcomes: Area has well looked after public spaces All communities have access to decent open space Improved air quality Low levels of crime and ASB	Intended outcomes: Dynamic and diverse local economy Vibrant town centres Improved performance/ productivity of local economy Increased employment and income levels		

Impacts of Proposal		
Not applicable	Not applicable	Not applicable
Internal		
Effective Staff	Maintain or Improve Services	Firm Financial Footing over the Longer Term
Intended outcomes: All staff are properly trained All staff have the appropriate tools All staff are engaged, empowered and supported The right people are in the right job with the right skills and right behaviours	Intended outcomes: Focusing on our customers' needs Continuously improve our processes Increase the digital provision of services	Intended outcomes: Better return/use of our assets Full Cost accounting Continued cost management Maximise income earning opportunities Seek best value for money
Impacts of Proposal		
Not applicable	Not applicable	Not applicable

4.2 Supporting Strategies

Each strand of the FFF Strategy has several supporting strategies and the relevant one for this report is the Housing & Homelessness Strategy 2017-2020 (HHS) and the mid-term strategy review in Feb 2019.

The HHS has four key objectives and a range of actions for each. The objectives are:

- Providing suitable accommodation, information and advice for the homeless in an effort to prevent and reduce homelessness
- Meeting the need for housing across the District by addressing the need for new home provision
- Improving the management and maintenance of existing housing
- Ensuring people are supported to sustain, manage and maintain their housing

4.3 Changes to Existing Policies

As this is a review report for scrutiny it does not recommend changes to existing policies. Should the committee make any recommendations that have policy implications these would be the subject of a further report and would require Executive approval.

4.4 Impact Assessments

Not applicable.

5. Budgetary Framework

5.1 There are no budgetary implications arising from this report. Should the committee make any recommendations that have budgetary implications these would be the subject of a further report and would require Executive approval.

6. Risks

6.1 As this is a review report for scrutiny a risk assessment is not applicable.

7. Alternative Option(s) considered

7.1 As this is a review report for scrutiny alternative options are not applicable.

8. Background

- 8.1 The Council takes forward a range of work on housing in line with the strategic objectives set out in section 4.2 and many of these contribute towards improving the living conditions and the health and well being of individuals.
- 8.2 The Council's work in improving existing accommodation can be broken down into two broad categories: our own housing stock and private sector housing.

Improving Private Sector Housing

- 8.3 The Council has an enforcement role in this area and can intervene where poor living conditions are reported or discovered. In line with our corporate enforcement policy we adopt a supportive approach wherever possible to enable owners and occupiers to resolve any issues without us resorting to the use of statutory powers. Nevertheless these powers are used when required.
- 8.4 In December 2017 Council approved a policy enabling officers to use new powers contained in the Housing and Planning Act 2016 to apply civil penalties as an alternative to a prosecution in the Magistrates Court for various offences in private sector housing. From 1 April 2018 to 30 November 2019 the Council have issued two civil penalties to landlords one for £4,500 and one for £5,000.
- 8.5 From 1 April 2018 to 30 November 2019 the Private Sector Housing Team dealt with 651 service requests and was able to resolve the vast majority of these through informal liaison with landlords and occupiers.
- 8.6 Houses in multiple occupation (HMOs) can sometimes be of a poor standard and, to the degree permitted by the statutory licensing regime, the Private Sector Housing Team is able to monitor and deal with issues in this kind of housing. In October 2018 the government extended mandatory HMO licensing to all properties with five or more occupants with more than one household. Following the introduction of this legislation we have licensed and raised housing standards in an additional 250 HMO's. This brings the number of HMO's in Warwick District covered by statutory licensing to 600.
- 8.7 In Warwick District we have a vibrant and growing student population. Inevitably tenants renting for the first time can be unsure of their rights and responsibilities when it comes to running a home. Students typically take on tenancies for 1-2 years and take a few weeks to settle in, which creates a regular cycle of issues such as refuse mismanagement, noise nuisance and external maintenance of properties/gardens etc. This can cause friction with local settled residents.
- 8.8 In addition to the residents' complaints, our contact with student tenants highlighted that poor housing conditions were commonly accepted to be part of the student experience. Conversations we have had with student tenants also identified that they are not confident in how to select a good property or how to

approach their landlord when issues arise.

- 8.9 Following liaison with Warwick University and the local settled community the University agreed to fund a Student Housing Enforcement Officer for a fixed term of 12 months. The post holder started work on 1 October 2019 and is employed by Warwick District Council within the Private Sector Housing Team, to enable the Officer to have the necessary delegated authorities required for enforcement work.
- 8.10 This new role is already making a difference with successful targeted proactive work to reduce the nuisance from large scale parties during the Halloween Bonfire Night period. Proactive inspections of non-licensable HMO properties are now about to begin. The aim of these is to pick up and deal with any disrepair and safety issues before complaints are received, and make landlords aware that we have a greater capacity for oversight of private rented accommodation. It also helps to educate landlords about the housing standards we expect and improve student perception of their accommodation and therefore their health and well being.
- 8.11 In recent years the district has had a number of unauthorised gypsy and traveller encampments which can affect the quality of life of local residents. From 1 April 2018 to 30 November 2019 the Private Sector Housing Team took action to remove 23 encampments on WDC land and, by joint-working across the county and with the Police, improved the process and reduced the "move-on" time quite significantly. During 2019 the average length of the encampments is just over 3 days. The Council also carried out a number of "target-hardening" measures to Council-owned sites that were proving vulnerable. This along with the relocation of the Kenilworth Horse Fair has been successful in reducing the number of encampments, particularly during 2019.
- 8.12 We have the ability to provide financial support in the form of grants and loans to individuals for certain kinds of home improvements, including disabled facilities grants (DFGs). However, Committee members will be aware that from 1st April 2017 the service for providing DFGs was outsourced to the HEART shared service, operating countywide in conjunction with the other districts and boroughs, Public Health and Warwickshire County Council.
- 8.13 A progress report on the HEART service was provided by the Head of the HEART Service and the Head of Housing Services to the Overview & Scrutiny Committee on 2 April 2019. From 1 April 2018 to 30 November 2019 there were 75 DFG's completed:
 - 38 level access showers
 - 27 stair lifts
 - 7 ground floor extension/conversions
 - 3 door-widening
 - 6 ramps
 - 1 wash/dry toilet
 - 1 half step
 - 1 through floor lift

(Note that this adds up to more than 75 due to more than one adaptation being required in some properties.)

- 8.14 To further complement the HEART approach the Council agreed to a new county-wide Financial Assistance Policy, to be run by HEART, to offer other forms of assistance towards improving housing conditions:
 - Disabled Facilities Grants (Mandatory Grant)
 - Discretionary Disabled Facilities Assistance a discretionary grant (up to £10k,) and a discretionary loan (a further £10k) for where the cost of works goes above the statutory maximum. Whilst this is referred to as a loan it is a charge on the property that only becomes payable on a change in the property ownership.
 - Warm and Safer Homes Grants discretionary assistance to remove hazards from homes (up to £10k)
 - Hospital Discharge Grant to facilitate discharge from hospital or prevent likely return to hospital due to the home environment (up to£10k).
 - Home Safety / Handy person small grants to carry out preventative works, (up to £500 per property over a three year period).
- 8.15 From 1 April 2018 to 30 November 2019 there were 12 Warm and Safer Homes Grants for:
 - 6 boiler replacements 3 full heating installations
 - 5 electrical works
 - 1 penetrating damp
 - 2 window and door replacement
 - 1 structural work

(Note that these add up to more than 12, due to some grants being for more than one issue at a property)

There were 2 hospital discharge grants and 113 home safety grants.

8.16 We continue to work with Act on Energy on energy efficiency/fuel poverty issues in private sector housing and a report on fuel poverty will be brought to the Overview and Scrutiny Committee in March 2020.