

Your ref: Our ref: Please ask for: Telephone No.

8th April, 2014

Meeting of the Council – 14th April, 2014 (White Book)

Please find attached the minutes that were marked to follow in the Council's white book, for your information:-

<u>Meeting</u>	<u>Date</u>
Kingswinford North and Wall Heath, Kingswinford South and Wordsley Community Forum	25 th March, 2014
Amblecote, Cradley and Wollescote, Lye and Stourbridge North Community Forum	25 th March, 2014
Brierley Hill, Brockmoor and Pensnett Community Forum	25 th March, 2014
Belle Vale, Hayley Green and Cradley South Community Forum	26 th March, 2014
Health Scrutiny	27 th March, 2014
Licensing Sub-Committee 2	25 th March, 2014
Dudley Health and Wellbeing Board	26 th March, 2014

Together with Delegated Decisions 34 to 39.

**ACTION NOTES OF THE MEETING OF KINGSWINFORD NORTH AND
WALL HEATH/KINGSWINFORD SOUTH AND WORDSLEY
COMMUNITY FORUM**

Tuesday, 25th March, 2014 at 6.30 p.m.
at St Mary's Church Hall, The Village, Kingswinford.

PRESENT: -

Councillor Blood (Chair)
Councillor Miller (Vice-Chair)

Councillors Billingham, Boleyn, Harley, Hemingsley, Jones, Simms and Tyler.

OFFICERS:

Mr J Butler (Lead Officer to the Forum), Directorate of Urban Environment, and Mrs L Jury –Directorate of Corporate Resources, together with 13 members of the public.

14. **INTRODUCTIONS BY THE CHAIR**

The Chair welcomed those present to the meeting of the Kingswinford North and Wall Heath/ Kingswinford South and Wordsley Community Forum.

15. **LISTENING TO YOU: QUESTIONS AND COMMENTS FROM LOCAL RESIDENTS**

Local residents raised questions and made comments as set out below.

Nature of questions/comments

- (1) Members of the New Bradley Hall (NBH) Action Group expressed their disappointment and disgust in the way Directorate of Adult, Community and Housing Services and the Cabinet Member for Adult and Community Services dealt with the transfer of NBH from Council control to a not-for-profit organisation and in particular, the conduct of some Council Members towards Action Group Members at a recent Scrutiny meeting convened to discuss New Bradley Hall. It was reported that Members of the Action Group would be meeting with an Independent

Council Investigator to assess the validity of the consultation the Council had undertaken before approaching the Local Government Ombudsman. Members agreed to feedback the Group's feelings and complaints to Senior Officers. The position regarding the future of New Bradley Hall would be reported at the next Forum meeting.

Other issues raised and/or answered on the evening:

As there was no Police Representative in attendance at the meeting, the Chair submitted the crime figures for February – March 2014 and updated the meeting on the changes being made to the Neighbourhood Teams from 16th June. It was noted that the total crime trend in Kingswinford North and Wall Heath was steady with a slight increase. Crime had slightly decreased in Kingswinford South from the last period and total crime had increased in Wordsley by 2 offences. The changes being made related to the Wordsley team merging with Brierley Hill neighbourhood and moving to Brierley Hill station. Kingswinford North/Wall Heath and Kingswinford South teams would remain at Kingswinford Police Station. There would be some staffing changes, but essentially the number of officers and PCSO's would broadly remain the same across the neighbourhoods.

16.

WORKING WITH YOU – TOPICS RAISED BY LOCAL COUNCILLORS

- Councillor Miller requested an update on the future of Kingswinford Youth Centre. Lead Officer to investigate and respond.
- Councillor Harley referred to the many complaints he had received regarding the condition of the grass verges on Standhills Road and Dingle Road. Councillor Harley had previously received information from the Director of the Urban Environment in an email dated 17th March regarding the availability of Section 106 monies to address this issue but sought further information regarding whether another affordable solution could be found. Lead Officer to refer this issue to DUE.

17.

AREA GRANTS

A report of the Lead Officer was submitted on applications for funding.

At this juncture, Councillors Hemingsley and Simms declared non-pecuniary interests in relation to the funding application submitted by the Friends of Wordsley Park as they were both Members of the Committee.

Councillor Tyler declared a non-pecuniary interest in relation to the funding application submitted by the Dawley Brook Supporters Association (Scouts and Guides) as Councillor Tyler's wife was President of the Himley Division Guide Association.

AGREED TO RECOMMEND:

- (1) That the Director of Corporate Resources:
 - Approve a contribution in respect of the application received from Access in Dudley in the sum of £341.16 to enable them to update their publicity material and purchase promotional material to help them to promote their community services.
 - Approve the application received from Dawley Brook Supporters Association (Scouts and Guides) for the sum of up to £5,000 to assist in the refurbishment of Dawley Brook hut to include new door, windows and roof.
 - Approve a contribution in respect of the application received from Dudley Arts Council in the sum of £2,500 to provide a Borough- wide Arts Festival.
 - Approve the application received from Market Street Allotment Association (Kingswinford) for the sum of £1,200 for the purchase of a mower, strimmer and communal shed; an additional £90 greater than the funding request has been recommended for security purposes only and Members require the Association to demonstrate how they will insure and keep secure the equipment before the funding is released.
 - Approve the application from West Mercia Scout County on behalf of a young person for the sum of £2,995 to assist with the travel expenses of the young person to attend a World Scout Jamboree in Japan in July/August 2015.
 - Approve the application from Friends of Wordsley Park 2012 for the sum of £5,000 to provide a shelter with seating in an area to be accessible to all, linked to the development of a sensory garden area within the park.
- (2) That the application from Market Street Allotment Association (Kingswinford) for the sum of £10,207.51 to

replace fencing be deferred until the next meeting in order for further information to be sought.

18.

DATE, TIME AND VENUE OF NEXT MEETING

Subject to the approval of the Council at its annual meeting in June 2014, the provisional dates of the Community Forum for 2014/15 were as follows (all 6.30pm with venues to be confirmed):

1st July, 2014
9th September, 2014
11th November, 2014
3rd February, 2015
24th March, 2015

The meeting ended at 7.35pm.

**ACTION NOTES OF THE MEETING OF AMBLECOTE, CRADLEY
AND WOLLESCOTE, LYE AND STOURBRIDGE NORTH
COMMUNITY FORUM**

Held at 6.30pm on Tuesday 25th March, 2014
At Lye Community Centre, Cross Walks, Lye.

PRESENT:-

Councillor Herbert (Chair)
Councillor Perks (Vice-Chair)

Councillors Body, Crumpton, Hanif, Lowe and Partridge

OFFICERS:-

Ms A Grove (Lead Officer to the Forum – Head of Service – Youth Service) and Mrs K Taylor (Directorate of Corporate Resources)

ALSO IN ATTENDANCE AS OBSERVERS:-

Mrs D Roberts (Research & Intelligence Officer – Chief Executives).

Together with 13 members of the public.

28 **APOLOGIES FOR ABSENCE**

Apologies for absence from the meeting were submitted on behalf of Councillors Mrs Martin and Mrs Walker.

29 **WELCOME, INTRODUCTION, HOUSEKEEPING, SCENE SETTING**

The Chair welcomed everyone to the meeting of the Forum. Following the making of other general announcements, including information in relation to the Forum being a pilot to enable members of the public to focus on local issues, and share their views on how the Forum should be organised, the local councillors and members of the public introduced themselves.

30 **FUNDING BIDS / GRANTS**

A report of the Lead Officer was submitted on three applications for funding, and the remaining balances for the Forum

It was noted that a number of applications had been received after the report had been circulated, and in view of this, the Lead Officer reported that following consultation with the Chair, it was proposed that future applications for funding would need to be submitted two weeks prior to the meeting of the Community Forum. The Lead Officer requested that the remainder of the applications be dealt with under delegated powers in consultation with Members of the Forum.

AGREED TO RECOMMEND

- (1) That the Director of Corporate Resources approve the following:-
 - (a) A grant in the sum of £340.00 to 1st Stambermill Guides towards the cost of young girls attending the annual camp to be able to take part in outdoor and challenging activities.
 - (b) A grant in the sum of £5,000.00 to the Friends of Homer Hill Park to design, contract and install ramped macadam path to play area and re-turf disturbed grass.
 - (c) A grant in the sum of £5,000.00 to Dudley Arts Council to support the delivery of the Black Country Festival.
 - (2) That the remainder of Community Forum Funding Applications be considered under delegated powers in consultation with the Lead Officer and Members of the Forum.
-

31 PARTICIPATORY BUDGETING

A participatory budgeting activity was undertaken, which aimed to identify community priorities in the three wards over the next year, and generate ideas and funding interest. Participants were asked to spend a notional £1,000 between six community projects and identify what the impact would be in terms of health and wellbeing, community, working together, environment, education and learning and social.

32 COMMUNITY FORUM PARTICIPATORY APPRAISAL

A participatory appraisal of the forums was then conducted, and participants were asked to list their likes and dislikes of the forums over the past year and how they would change the format of the Community Forum. The feedback was then transferred to an implementation grid that identified a short, medium and long-term plan based on how easy or hard it would be to implement change at the forum and how much impact these changes would make.

33 PUBLIC FORUM

Local residents raised questions and made comments as set out below. These issues would be referred to the relevant Directorate or appropriate body for a response:-

Nature of questions/comments

- (1) A resident requested street cleansing to attend Butchers Lane, Cradley, as there was regular dog fouling.
- (2) An issue was raised in respect of the paths fenced off in Homer Hill Park by Extra Care Construction creating no pedestrian safe routes and causing elderly users to fall over in the mud. This had been raised with the Construction Site Manager.
- (3) A resident from Lye requested the removal of rubbish in Chapel Street, Jackson Street, Clinic Drive, Cemetery Road and High Street.
- (4) Reference was made to the litter and rubbish from Foxcote Farm through to Claycroft and other numerous areas, particularly Crabbe Street, Lye.
- (5) A resident referred to the poor condition of the scrap yard in Balds Lane, Lye.
- (6) Has the premises known as Trice and Allen, Bromley Street, Lye, got a Scrap Metal Licence? Councillor Hanif undertook to investigate the matter.
- (7) A resident referred to the absence of street cleansing on the pathways in Withymoor.
- (8) An issue was raised in regard to the position of double lines on the car park at Wollescote Park.
- (9) A query was raised regarding the surface drainage water from the new housing development on the former Hickman's Manufacturing site in Delph Road, Silver End.
- (10) A resident requested street cleansing to attend Ryecroft, Wollescote, as there was regular dog fouling on her front garden.

Other issues raised :-

- An issue was raised in regard to the parking in Rufford Street, Lye, especially when the car parking spaces at the Railway Station had been filled.

34 PUBLIC ANNOUNCEMENT, ANY OTHER BUSINESS

- There will be an event, organised by Wychbury Patients Participation Group, on Saturday 17th May, 2014, 9.45 am – 12.45 pm at Providence Hall, Cradley in relation to Dementia.

- The Friends of Wollescote Park will be meeting on Friday 11th April, 2014 at 11.00 am.
- Cradley Library will be celebrating their 78th Anniversary on Friday 28th March, 2014, 10.30 am – 12 noon.
- There will be a Love Music Hate Racism event at Dudley Town Hall on Saturday 26th April, 2014, 2 – 11 pm.
- There will be a Stourbridge Township Council meeting on Thursday 10th April, 2014 at 7.15 pm.
- A resident reported on a volunteer group she had arranged to assist children in the community with reading and homework.
- The next meeting of the Community Forum, subject to Council approval in June) will be on Wednesday 2nd July, 2014, starting at 6.30pm at a venue to be confirmed.

The meeting ended at 8.45. pm

**ACTION NOTES OF THE MEETING OF BRIERLEY HILL/BROCKMOOR AND
PENSNETT COMMUNITY FORUM**

HELD AT 6.30PM ON TUESDAY 25TH MARCH, 2014

AT THE BROCKMOOR COMMUNITY CENTRE, PENSNETT ROAD, BROCKMOOR,
BRIERLEY HILL

PRESENT:-

Councillor Jordan (Chair)
Councillors Foster, Harris, Islam and J Martin.

Officers:-

Mr I Curnow (The Divisional Lead on Commissioning and Procurement) –
(Directorate of Children's Services) (Lead Officer to the Forum) and Mrs K Buckle
(Directorate of Corporate Resources).

Together with sixteen members of the public

34 APOLOGY FOR ABSENCE

An Apology for absence from the meeting was submitted on behalf of Councillor M Wilson.

35 INTRODUCTIONS BY THE CHAIR

The Chair welcomed those present to the meeting and Members introduced themselves. The Chair outlined the purpose of the Forum meeting.

36 LISTENING TO YOU: QUESTIONS AND COMMENTS FROM LOCAL RESIDENTS

Local residents raised questions and made comments as set out below. These issues would be referred to the relevant Directorate or appropriate body for a response.

Nature of Query/Complaint

1. A resident of Elgar Crescent, Pensnett referred to re-surfacing work that had taken place in Elgar Crescent last year. However due to heavy rainfall road surfaces were breaking away, with the rain running down the centre of the roadway causing dangerous driving conditions and damage to vehicles. Photographs of the area were circulated to Members and a Petition was received from the resident.

Councillor Foster requested that the Director of the Urban Environment write to each resident of Elgar Crescent to explain the current situation with re-surfacing and what action would be taken to the address the problem.

- 2 Could the gullies and drains be cleared in Tennyson Street, Pensnett as following recent re-surfacing work and heavy rainfall grit was running off the road into gullies and drains.
- 3 A local resident referred to her actions being questioned in relation to helping an injured swan on Fens Pool Nature Reserve and requested details of who the Council contacted to deal with injured swans. She also advised that she had provided the Warden at Fens Pool Nature Reserve with contact details for an Officer at the Swan Sanctuary.

The Chair commended the Member of the public for helping injured swans on Fens Pool Nature Reserve.

- 4 Concerns were raised in relation to illegal parking in Elgar Crescent, Pensnett and surrounding areas requesting that wardens patrol the areas in order to take enforcement action against the perpetrators.

Councillor Foster advised that the Moving Traffic Order in Elgar Crescent would be enforceable by the Police and those who witnessed these offences should contact the Police as due to the lack of resources and prioritisation the Police may be unable to patrol the area.

Councillor Foster advised that in relation to those parked on double yellow lines there were council Enforcement Officers who would deal with ticketing.

Councillor Foster urged those present with concerns in relation to illegal parking to attend the forthcoming Police and Communities Together meeting which would take place on 22nd April, 2014 at 6.30pm at the Brockmoor Community Centre as this would be the most appropriate forum in which to raise those concerns.

Councillor Foster also requested the Council to inform the Neighbourhood Policing Team that this matter had been raised at the Community Forum.

Councillor J Martin referred to the Police Surgery which would take place on 4th April, 2014 at 6.30pm at the Brockmoor Community Centre.

- 5 In responding to a question raised relating to the up to date position regarding the Round Oak Steel Workers Memorial, Councillor Islam advised that meetings were continuing however, there remained the issue of available resources to commission the work required.
- 6 Concerns were raised in relation to the failure of the Police to deal with stray horses on the highway.

The Chair recommended that those with concerns attend the Police and Communities Together Meeting referred to above, to raise their concerns.

Councillor Harris referred to the “Say No to the Waste Site Campaign”, advising of the background in relation to a planning application made by Clean Power for a recycling site on the old Steel Freight Terminal, Brierley Hill which had been refused by the Council’s Development Control Committee. She advised that Clean Power and Network Rail had referred the matter to the Planning Inspectorate in Bristol and a Planning Enquiry would take place in June, 2014.

Councillor Harris stated that all six Ward Councillors had established a Working Group with local residents to form an Umbrella Group called “SNOW”, in order that the Group can attend the Enquiry as a third party to provide the views of the local community advising that they are against the Waste Site and the reasons for this.

Councillor Harris advised that a further public meeting would take place at the beginning of June and it was hoped that a poster campaign would take place together with displaying banners objecting to the facility. She also referred to the number of objection letters that had been forwarded to the Planning Inspectorate.

Councillor Islam urged those present to provide any information or their thoughts in relation to the issue to the Ward Councillors in order that a robust argument could be put forward objecting to the facility.

Councillor Foster reported that monies had become available to the Council to conduct major improvement roadworks and the Council were to conduct a Consultation with Members of the public on major road improvements.

Councillor Foster referred to the meeting of the Pensnett Tenants and Residents Association on 2nd April, 2014 when Ms Evelyn Bradley of the Friends of Fens Pool Nature Reserve had been invited to explain the work undertaken by the Group and gain support for the continuing work.

Councillor Foster also referred to a Community Litter Pick which had been arranged by the Corbyns Bromley Tenants and Residents Association and would take place at 11am on Saturday 5th April, 2014 and following this there would be a general meeting of the Association on Monday 7th April, 2014

38 COMMUNITY FORUM GRANTS

A report of the Lead Officer was submitted on two applications for funding that had been received which were referred to in the report submitted.

The Lead Officer also reported on five additional applications for funding.

AGREED TO RECOMMEND

1. That the Director of Corporate Resources approve the following:-

- (a) A grant in the sum of in the sum of £180 to the Samaritans Brierley Hill Branch representing one tenth of the grant sought to replace computers in equal contributions from each Ward with a recommendation that the full Application be submitted to the remaining nine Community Forums for consideration due to the Samaritans providing a Borough wide service.
 - (b) A grant in the sum of £2,500 to the Bromley Table Tennis Club representing 50% of the cost to support the Clubs transmission into the Pensnett Sports Hall.
 - (c) A grant in the sum of £1583.34 to Corbyns Bromley Tenants and Residents Association to provide funding for a Community eveng in connection with the Black Country Day and family activities at the Dell Stadium, Brierley Hill.
2. That the Director of Corporate Resources be recommended to refuse the applications received from:-
- (a) Dudley Arts Council for the sum of £5,000 to support the delivery of the Black Country Festival across the Borough.
 - (b) Access in Dudley for the sum of £3,411.60 for the provision of promotional materials to support awareness raising.
 - (c) KMS Events for the sum of £4676.78 to support the event at the Red House Glass Cone on Sunday 13th July supporting the Black Country Day.
 - (d) The Y Project for the sum of £5,000 to refurbish a room to support working with young people on digital printing projects and enterprise.

39 DATES, TIME AND VENUES OF NEXT MEETINGS

Future meetings of the Community Forum would be held on the following dates, subject to approval at Council in June, 2014,

- 1st July, 2014
- 10th September, 2014
- 11th November, 2014
- 4th February, 2015
- 24th March, 2015

Commencing at 6.30pm at venues to be confirmed.

The meeting ended at 8.10pm

**ACTION NOTES OF THE MEETING OF
BELLE VALE/HAYLEY GREEN AND CRADLEY SOUTH COMMUNITY FORUM**

Wednesday 26th March, 2014 at 6.30 p.m.
at Lutley Community Centre, 31 Brookwillow Road, Halesowen

PRESENT:-

Councillor Burston (Chair)
Councillor Nicholls (Vice Chair)
Councillors James, Russell, Mrs H Turner and K Turner

Observer:-

Councillor Vickers

Officers:-

A Webb (Lead Officer to the Forum) Directorate of the Urban Environment
S Griffiths (Directorate of Corporate Resources)
16 members of the public

25 **WELCOME AND INTRODUCTIONS**

The Chair welcomed everyone to the meeting.

26 **LISTENING TO YOU: QUESTIONS AND COMMENTS FROM LOCAL RESIDENTS**

Local residents raised questions and made comments, as set out below.
Where necessary, these issues will be referred to the relevant Directorate or appropriate body for a response:-

Nature of Question/Comments

- (1) Comments concerning the level of funding received by Dudley Council to repair potholes and the programme of repairs.
- (2) Enquiry about a proposed funding application from Highfield Park Allotment Association.
- (3) Concerns about the condition of the road surface in Tenlands Road and Albrighton Road.
- (4) Request for the Council to deal with water standing outside a property in Purbeck Close.

- (5) Concerns about the surface of a footpath between Foxlea Road and Moorfoot.
- (6) Objection to business advertising on roundabouts and busy traffic areas as this did not improve the environment and was a distraction to motorists at busy junctions.
- (7) Concerns about wheelie bins not being replaced on residents' properties and allowed to blow into the road raising associated safety issues; concerns about the design of the wheelie bins and a request for the Council's risk assessment to be provided as the bins were considered to be impractical and not fit for purpose. Reference was also made to blue/green recycling bags being blown around by the wind causing a hazard.
- (8) Concerns of local residents, parents and staff at Caslon School regarding speeding traffic, inconsiderate parking and other issues. Request that these issues be examined along with a petition presented to the Council. Reference was also made to the Council's policy relating to 20mph zones outside schools.

27 WORKING WITH YOU – ISSUES RAISED BY LOCAL COUNCILLORS

Members referred to street cleansing issues in Rosemary Road and Bennetts Road.

28 COMMUNITY FORUM FUNDING

A report of the Lead Officer was submitted on applications for funding. The Lead Officer updated the Forum on further applications received. It was noted that the application from West Mercia Scouts (23rd World Scout Jamboree) had been withdrawn from consideration at this meeting.

Councillor Russell declared a non-pecuniary interest in the application from Hasbury Community Association as a Director on the Board of the Association.

AGREED:-

- (1) That the Director of Corporate Resources be recommended to:-
 - Approve a grant of £341.16 to Access in Dudley as a contribution to the borough-wide activity to promote community services and promote access to all in the built environment.
 - Approve a contribution, in principle, of £1,000 to the COCOA – Welcome to Dudley Project, subject to a contribution being considered by the Halesowen North/Halesowen South Community Forum, and that the application be considered further at the next meeting of the Forum.

- Approve a grant in the sum of £2,170 to the Halesowen and Rowley Regis Rotary Club as a contribution to the road management and parking costs associated with the Great Black Country Run planned for September, 2014 and that the Forum note the intention for this event to be self-financing in future years.
 - Approve a grant of £5,000 to the 1st Halesowen Scout Group towards the cost of acquiring a new minibus.
 - Approve, in principle, the commitment of the remaining funds available to the Community Forum for the 2013/14 financial year (£3,414.04) to the Hasbury Community Association subject to the completion of the necessary lease agreement and that a recommendation on the allocation of the balance of the total funding requested by the Community Association be determined at the next meeting of the Forum.
- (2) That the application from Dudley Arts Council for funding to support the delivery of the Black Country Festival across the Borough be deferred for further information on the specific activities to be undertaken in the area covered by this Community Forum.

29

NEXT MEETING

Subject to the approval of the Council at its annual meeting in June, 2014, the provisional dates of the Community Forum for 2014/15 were as follows (all 6.30pm with venues to be confirmed):

2nd July, 2014
9th September, 2014
12th November, 2014
3rd February, 2015
25th March, 2015

The meeting ended at 8.05 p.m.

CHAIR

HEALTH SCRUTINY COMMITTEE

Thursday 27th March, 2014 at 6.00 p.m.
in Committee Room 2 at the Council House, Dudley

PRESENT:-

Councillor Ridley (Chair)
Councillor Kettle (Vice-Chair)
Councillors Cotterill, Harris, Hemingsley, Jordan, Roberts, Mrs Rogers, K Turner
and Mrs Walker and Ms Pam Bradbury – Chair of Healthwatch

Officers

Democratic Services Manager (Acting Lead Officer to the Committee), Scrutiny
Officer (Directorate of Adult, Community and Housing Services) and Mrs M Johal
(Directorate of Corporate Resources)

Also in Attendance

Mr Richard Haynes – Dudley Clinical Commissioning Group
Dr Narinder Sahota – NHS England
Dr William Murdoch – NHS England
Hardeep Kaur – NHS England

48 APOLOGY FOR ABSENCE

An apology for absence from the meeting was received on behalf of Councillor Mrs
Billingham.

49 DECLARATIONS OF INTEREST

No Member made a declaration of interest in accordance with the Members' Code
of Conduct.

50 MINUTES

RESOLVED

That the minutes of the meetings of the Health Scrutiny Committee held on
23rd January, 2014 and 25th February, 2014 be approved as a correct
record and signed subject to an amendment to Minute No 39 to record
Councillor Roberts as having submitted an apology.

51 PUBLIC FORUM

No issues were raised under this agenda item.

52 RESPONSES TO QUESTIONS ARISING FROM PREVIOUS COMMITTEE MEETING

A report of the Lead Officer to the Committee was submitted on updates and responses arising from the previous Committee meeting.

Arising from the presentation of the report a Member referred to initial physiotherapy assessment appointments at Russells Hall Hospital and informed the Committee that appointments were allocated for thirty minute slots and not forty five minutes as stated and it was requested that this matter be brought to their attention.

RESOLVED

That the information contained in the report, and Appendix to the report, submitted on updates and responses arising from the previous meeting, be noted.

53 NHS ENGLAND

A report on behalf of NHS England was submitted together with a presentation on an overview of NHS England's plans to coproduce a primary care strategic framework and its development. Copies of the presentation slides had been included and attached to the report submitted.

Arising from the presentation given and in response to comments made and questions asked by Members, Dr Murdoch and Dr Sahota made the following points:-

- Confirmed that the data given with regard to flu vaccination for over 65s for all practices in Dudley related to the period 2011/2012 and that updated information was available on a monthly basis.
- It was stated that there were no links that receiving a flu jab resulted in the patient subsequently suffering from flu.

- Concerns relating to the continuing upward trend in people not receiving flu jabs and the lack of publicity on the importance of flu jabs were acknowledged. It was stated that the Board that considered vaccine uptake were aware of the problem and had already commenced plans to reach out and effectively deliver inoculations for the next period. Insofar as promotion was concerned there were various methods that could be used to notify and remind patients such as a personal letter from their General Practitioner (GP), via telephone or other social media such as sending a text.

The suggestion in engaging bodies such as Age Concern with a view to administering inoculations at these Centres was a good opportunity to reach a lot of the elderly population, however, there were issues such as identifying the relevant patients' GP with a view to updating medical records.

- It was considered that it was good practice to make information publicly available for transparency purposes and data relating to the performance of GP practices was publicly available and could be accessed via the <https://www.primarycare.nhs.uk> website by registering on the site.
- Relating to concerns about people with diabetes not getting their blood sugar checked it was stated that targets in this regard had been increased and GP's were working hard to tackle the problem.
- Regarding comments made about the increasing pressure on existing GP's and the difficulties in recruiting new GP's it was commented that consideration was being given to addressing the issue and methods such as looking at alternative ways of working, remodelling the existing workforce and encouraging practices to network and share their work were being considered.
- In relation to monitoring of GP's it was commented that the Area Team conducted visits and the Care Quality Commission also undertook extensive in-depth visits tailored to individual practices with a view to ensuring compliance and that standards were being met. Assessments by the Area Team also involved speaking to patients that were in the building at that time. It was commented that the Area Team had limited resources and workload had to be prioritised to ensure that visits to practices with the greatest need were undertaken in the first year.
- With regard to comments made about the number of practices that achieved below average results in providing basic primary care services it was stated that the Primary Web Care Tool was a method that allowed practices to compare their performance to other practices with a view to improvements being made. Some practices were satisfied with achieving the minimum requirements and as long as practices were achieving and complying with their contract and their pertaining targets they were not in breach and there were no powers available to make them improve other than to make data publicly available.

- Referring to the query about how it was intended to improve the quality and calibre of service to residents it was stated that there was a two year plan in place together with a number of projects and it was hoped that improvements would be made by providing better access to GP's and addressing other concerns raised.
- Comments made about the need to educate patients and to inform them on the numerous changes to health were noted. It was acknowledged that confusion arose owing to the numerous points of contact available and it was considered that options for patients should be narrowed with a view to GP's being the first point of call. GP's were being encouraged to use different mechanisms with a view to engaging with their patients such as assessing patients by using video calls and the introduction of other methods to ease their workload such as sending electronic repeat prescriptions direct to local chemists.

In response to queries raised by Members, Dr Murdoch undertook to report back on the number of diabetics registered in Dudley and to seek clarification on the issuing of private prescriptions by GP's. The Chair also requested that an update report be submitted to a future meeting of the Committee.

RESOLVED

- (1) That the information contained in the report and presentation given on NHS England's plans to coproduce a primary care strategic framework, be noted.
- (2) That a further update report be submitted to a future meeting of the Committee.

54

PATIENT PARTICIPATION GROUPS (PPGs) IN DUDLEY

A report of the Dudley Clinical Commissioning Group was submitted on progress made by the Group on developing a network of Patient Participation Groups.

Arising from the presentation of the report Members made the following comments:-

- There was a need to improve the quality of patient care and giving patients a stronger voice and PPG's sited at each practice was one of the many mechanisms available to consult with the community. However, it was considered that membership of PPG's should be increased to ensure that there was balanced representation to enable differing views to be captured.
- There were varying experiences of PPG's and examples were given whereby it was considered that some PPG's were not active enough and were not interested in engaging with their members.

- Concerns raised about the locality of PPG's which were sometimes not accessible for residents, PPG's were not publicised and GP's were not making the effort to get members on board.
- It was commented that there should be consistent resources allocated to all practices and it was queried what resources were available and whether practices were aware of the resources that were available to them.
- It was considered that it would be useful to spread best practice and reference was made to a report that had been published in this regard by the Patient Group.

In response to comments made above, Mr Haynes reported that resources and advice were available to GP's to assist them in setting up PPG's at their practices, however exact resources were not known. It was considered that PPG's should self-manage and it was up to individual practices to spend their resources effectively. It was further reported that there were no resources available to monitor PPG's and the Clinical Commissioning Group relied on feedback from this meeting and other Forums to bring matters to their attention. However, it was considered that improvements to PPG's had been made.

The Chair thanked Mr Haynes for the presentation of his report and requested that an update report be submitted to a future meeting of the Committee to include details of progress made, information on further publicity and details of resources available for PPG's. It was also stated that consideration be given to ensure that membership of PPG's was balanced and representative of the locality concerned.

RESOLVED

- (1) That the information contained in the report, on progress made by the Group on developing a network of Patient Participation Groups, be noted.
- (2) That a further progress report be submitted to a future meeting to include further information on publicity and the resources available to GP's for PPG's.

COMMITTEE'S REVIEW OF TOBACCO CONTROL

A report of the Lead Officer to the Committee was submitted on key findings, observations and draft recommendations arising from the tobacco control review.

Arising from the presentation of the report reference was made to E-cigarettes and related advertisements which encouraged use by young people. Concerns were expressed about the unknown effects of using E-cigarettes given the lack of research and it was also considered that using E-cigarettes could potentially lead young people to smoke cigarettes.

RESOLVED

- (1) That the information contained in the report, and Appendix to the report, submitted on the tobacco control review, be noted.
- (2) That the draft recommendations as contained in the Appendix to the report submitted, be endorsed.
- (3) That the Lead Officer, in consultation with the Chair, Vice-Chair and members of the Review Panel be authorised to oversee the final action plan based on the recommendations contained in the Appendix to the report submitted and to refer the Plan to the Overview and Scrutiny Management Board for consideration.

56 SCRUTINY REVIEW 2013/14 – PATIENT EXPERIENCE IN ACUTE SETTINGS

A verbal report was given by the Scrutiny Officer on the Patient Experience in Acute Settings Scrutiny Review and a meeting would be scheduled to consider the matter.

RESOLVED

That the verbal report given on the Patient Experience in Acute Settings Scrutiny Review, be noted.

57 QUESTIONS UNDER COUNCIL PROCEDURE RULE 11.8

Although there were no questions under Council Procedure Rule, 11.8, at this juncture, the Vice-Chair asked for a response to be given on whether there was any information available to identify national insurance contributions for the Borough.

The meeting ended at 8.00 p.m.

CHAIR

URBAN ENVIRONMENT SCRUTINY COMMITTEE

Monday 24th March, 2014 at 6.00 p.m.
in Committee Room 2 at the Council House, Dudley

PRESENT:-

Councillor Tyler (Chair)
Councillor Hale (Vice Chair)
Councillors Casey, Duckworth, Hanif, Harley, J Jones, Jordan, Kettle and Westwood

Officers

Assistant Director of Adult, Community and Housing Services (Housing Strategy and Private Sector) (Lead Officer to the Committee); Head of Economic Development, Principal Executive Support Officer (Both Directorate of the Urban Environment) and the Democratic Services Officer (Directorate of Corporate Resources).

38 APOLOGY FOR ABSENCE

An apology for absence from the meeting was submitted on behalf of Councillor Sykes.

39 APPOINTMENT OF SUBSTITUTE MEMBER

It was noted that Councillor Casey had been appointed as a substitute member for Councillor Sykes for this meeting of the Committee only.

40 DECLARATIONS OF INTEREST

No member declared an interest in any matter to be considered at this meeting.

41 MINUTES

RESOLVED

That the minutes of the meeting of the Committee held on 22nd January, 2014, be approved as a correct record and signed.

42 PUBLIC FORUM

No matters were raised under this Agenda Item.

43 SUPPORT TO LOCAL BUSINESSES – SUMMARY OF RECOMMENDATIONS

A report of the Lead Officer was submitted outlining recommendations for Members of the Scrutiny Committee to consider for implementation in 2014/15.

The Head of Economic Development presented the report and referred to table 1 of the report submitted which outlined the proposed recommendations in respect of the three areas' that had been scrutinised by the Scrutiny Committee and Working Group.

In response to a question raised, the Head of Economic Development agreed to provide Members with clarity in relation to recommendation 1 of Table 1 to the report submitted, as to whether the evaluation of the local economic impact in respect of the number of BME (Black and Minority Ethnic) businesses supported and whether this was businesses run by or aimed at ethnic minorities.

Members commended officers on the excellent report which was easy to understand, streamlined and detailed and the support that had been provided in relation to this item. In particular thanks were expressed to the Economic Development Manager, Assistant Director of the Urban Environment (Economic Regeneration & Transportation), Head of Economic Development and the TORCh group.

RESOLVED

- (i) That the following outcomes be recommended to the Cabinet Member for Regeneration following the scrutiny of the Support to Local Businesses:-

Area 1 – Dudley Business Loan Fund

- (1) That an evaluation of the local economic impact of the Fund on a case-by-case basis be undertaken, taking into consideration the following outputs and outcomes:
 - Jobs created and safeguarded and cost per job
 - New businesses created and safeguarded
 - New businesses surviving more than 12 months
 - Number of BME (Black and Minority Ethnic) businesses supported
 - Number of women-led businesses supported
 - Private sector leverage
 - Sales figure (£) safeguarded and new sales created
 - Satisfaction with BCRS in administering the Fund
 - New contracts secured

- (2) That the decision on extending the Loan Fund be deferred until the following actions are completed:
 - Complete recommendation (1) (full evaluation)
 - Benchmark performance of the Loan Fund delivered by BCRS and similar organisations in other local authority areas; and
 - Identify and appraise external funding opportunities to extend the Loan Fund (European and local) and, where appropriate, collaborate with other Black Country local authorities in delivering a Black Country Loan Fund
- (3) That a report be submitted to the Cabinet in 2014/15 outlining the performance of the Loan Fund against the agreed targets detailed in the report presented to Cabinet in March 2012.
- (4) That the performance of the Dudley Business Loan Fund is continued to be monitored on a monthly basis (financial/performance outputs and bad debt) in line with the formal contract signed with BCRS in August 2012.

Area 2 – Business to Business

- (1) That the use of a Dudley Borough Business Directory for internal and external use to be accessed via the Dudley Business First and Council websites be implemented and promoted (internally and externally).
- (2) That better use of social media is made, such as LinkedIn, to better promote the Dudley Business First service and opportunities for grant funding directly to local businesses.
- (3) To work closely with Corporate Resources in the review of the Council's Procurement Strategy to ensure, promotion and usage of the Business Directory.
- (4) That the Black Country Bullet project (a virtual car that currently showcases 500+ automotive supplier companies) be further enhanced by including a Request for Quotation facility similar to Sell 2 Wales model. Furthermore, assess the feasibility of replicating this project across other priority sectors, including:
 - Advanced manufacturing (including advanced engineering, logistics, food and drink;
 - Building technologies/construction
 - Transport technologies (including aerospace); and
 - Environment technologies

- (5) That awareness of the Council's Forward Procurement Strategy is better promoted to local businesses via Dudley Business First.

Area 3 – Dudley Business First Initiative

- (1) That a Marketing and Communications Plan be prepared in order to raise awareness of the Dudley Business First Service core offer (in particular, provision of business funding advice and undertaking land and property searches).
- (2) That awareness of funding opportunities via the Dudley Business First website is raised, specifically for businesses or business start-ups who are:-
 - Seeking grant funding or loans **below** the £10,000 threshold;
 - Within the non-manufacturing sector (in particular, health and retails sectors; and
 - Dependents of veterans, reservists and serving Armed Forces personnel
- (3) That the search engine optimisation (SEO) of Dudley Business First is increased to ensure this is one of the top 5 websites when people are searching for business support in Dudley Borough. Furthermore, to ensure there are direct links from the Council's 'Business' pages (inc Business Rates) to the Dudley Business First website.
- (4) That the marketing material for local and Black Country-wide funding events clearly states the eligibility criteria to ensure appropriate audience is targeted and engaged.
- (5) That the existing engagement with regional universities (Aston, Birmingham and Wolverhampton) is developed to ensure local businesses, via the Dudley Business First website, are aware of the opportunities offered by universities in relation to the following three areas:
 - Consultancy, licensing and intellectual property;
 - Research and Development (R&D); and
 - Knowledge Transfer Partnership (KTPs)
- (6) That the Dudley Business Investment Zone is promoted to potential tenants and develop a 'soft landing offer' which can complement business rate relief.

- (ii) That the Head of Economic Development provide clarity in relation to recommendation 1 of Table 1 to the report submitted, as to whether the evaluation of the local economic impact in respect of the number of BME (Black and Minority Ethnic) businesses supported would be for was businesses run by or aimed at ethnic minorities.

44 CHAIR'S COMMENTS

As this was the last meeting of the Scrutiny Committee in the 2013/14 municipal year, the Chair expressed his thanks to the Vice-Chair, Lead Officer to the Scrutiny Committee, Scrutiny Committee Members and Officers, for the support and active role that everyone had played during the scrutiny process and recommended that the Council's Scrutiny Committees adopt the practices of this committee as a template for future meetings.

The meeting ended at 6.10 pm.

CHAIR

LICENSING SUB-COMMITTEE 2

Tuesday 25th March, 2014 at 10.15 am
in the Council Chamber, The Council House, Dudley

PRESENT:-

Councillors Cowell, Perks and Taylor

Officers: -

Mr R Clark (Legal Advisor), Mrs L Rouse (Licensing Clerk), Mrs K Taylor, and an observer – All Directorate of Corporate Resources.

15 **ELECTION OF CHAIR**

In the absence of the Chair (Councillor Russell) it was

RESOLVED

That Councillor Cowell be elected Chair for this meeting of the Sub-Committee only.

(Councillor Cowell in the Chair)

16 **APOLOGY FOR ABSENCE**

An apology for absence from the meeting was received on behalf of Councillor Russell.

17 **APPOINTMENT OF SUBSTITUTE MEMBER**

It was reported that Councillor Perks had been appointed as a substitute Member for Councillor Russell for this meeting of the Sub-Committee only.

18 **DECLARATIONS OF INTEREST**

No Member made a declaration of interest in accordance with the Members' Code of Conduct.

19 **MINUTES**

RESOLVED

That the minutes of the meeting of the Sub-Committee held on 14th January, 2014, be approved as a correct record and signed.

20

APPLICATION FOR GRANT OF A STREET COLLECTION PERMIT – MORE MASCOTS PLEASE CIC

A report of the Director of Corporate Resources was submitted on an application made by Miss C Davies of More Mascots Please CIC, for the grant of a Street Collection Permit to collect in Dudley Town Centre.

Miss C Davies, Applicant, was in attendance at the meeting together with Miss V Bridgewater, Member Director and a supporter.

Following introductions by the Chair, the Licensing Clerk presented the report on behalf of the Council.

Miss Davies then presented her case, and in doing so stated that the company had been set up in May, 2013, to support disabled and underprivileged children on an individual or group basis. It was noted that there were seven Directors and one Member Director who worked voluntarily for the company, and did not receive any income or expenses.

It was noted that as the company had not been established for a long period of time, there were limited resources and should the permit be granted it would provide stability and allow the company to assist children in the Dudley borough.

In responding to a question by a Member, Miss Davies confirmed that although there were no audited accounts, as these would not be available before eighteen months from the date of incorporation, further bank statements could be provided.

In responding to a question by a Member, Miss Davies stated that monies raised would be donated to children directly, such as purchasing gifts and contributing to aids to assist children with disabilities.

Miss Davies informed the Sub-Committee that a street collection permit had been granted by Wolverhampton City Council that enabled her to raise funds to assist children in the Wolverhampton borough.

In responding to a question by the Legal Advisor, Miss Davies confirmed that the application for the street collection permit was for specific dates only and not for a twelve month period, and that there would be three people collecting donations in sealed buckets.

It was further noted that as well as fundraising, the company was also an enterprise, however Miss Davies assured the Sub-Committee that all fundraising were used solely for the children, and any monies received from events such as face painting contributed towards costs and purchasing of items to assist with the fundraising.

Following further discussion, the parties then withdrew from the meeting in order to enable the Sub-Committee to determine the application.

The Sub-Committee having made their decision invited the parties to return and the Chair then outlined the decision.

RESOLVED

That the application made by Miss C Davies of More Mascots Please CIC, for the grant of a Street Collection Permit to collect in Dudley Town Centre, be granted.

REASONS FOR DECISION

The Sub-Committee grants a street collection permit to More Mascots Please CIC to collect money in or near Dudley Market on 18th April, 2014 – 8.30am – 3pm; 19th April 2014 – 8.30am – 3pm; 22nd April, 2014 – 1.30pm – 4pm and 24th April, 2014, 8.30 am – 3pm. The consent is for three persons to collect money in sealed buckets.

The Sub-Committee heard evidence that the company had been registered in May, 2013, and the company number was provided. The registration of the company has been verified by the Sub-Committee today.

As a new company, it was not able to present audited accounts. These will not be available before 18 months from the date of incorporation. The Sub-Committee has however seen a hand written document setting out expenditure and income from June, 2013 to January, 2014. The Sub-Committee was also provided with a bank statement and was able to reconcile some of the items on both documents.

The Sub-Committee therefore decided that although the policy of providing audited accounts has not been complied with, it has been able to satisfy itself that the company has been set up for the benefit of local children in need.

In granting the permit for these four dates, the Sub-Committee expects that any future applications will be accompanied by receipts to evidence that sums of money have been given to specific persons or causes of a charitable nature, as clear evidence of this has not been provided today.

The consent for these four dates is given on the basis that monies collected will be used solely for the benefit of a Dudley child.

21 APPLICATION FOR REVIEW OF PREMISES LICENCE –
SUPERSAVE, 79 RUSSELLS HALL ROAD, DUDLEY

A report of the Director of Corporate Resources was submitted on an application for the review of the premises licence in respect of Supersave, 79 Russells Hall Road, Dudley.

Mr N Hussain (Premises Licence Holder) was in attendance together with a supporter, Mr Hussain.

Also in attendance were Mr G Wintrip, Age Restricted Products Enforcement Officer, Directorate of the Urban Environment, Ms D McNulty, Office of Public Health and Ms K Turley, Planning and Licensing Officer, West Midlands Police.

Following introductions, it was noted that a Mr K Khan, Designated Premises Supervisor, was not in attendance at the meeting.

It was further noted that the premises licence had been transferred to Mr N Hussain on 14th February, 2014 following the sale of alcohol to a child on 10th January, 2014, and that the current Designated Premises Supervisor, Mr Khan was the Premises Licence Holder during the time of the sale.

In responding to a question by the Legal Advisor, Mr Hussain stated that Mr N Hussain was in the process of becoming the owner of the business, and would transfer the Designated Premises Supervisor from Mr Khan to Mr N Hussain.

Following further discussion, the parties withdrew from the meeting in order to enable the Sub-Committee to consider whether the meeting could continue without the presence of Mr Khan.

RESOLVED

That consideration of the application made for the review of the premises licence in respect of Supersave, 79 Russells Hall Road, Dudley be adjourned to a re-convened meeting to be held on Tuesday 29th April, 2014.

The meeting ended at 12 pm

CHAIR

DUDLEY HEALTH AND WELLBEING BOARD

Wednesday, 26th March, 2014 at 3.00 pm
in Committee Room 2, The Council House, Dudley

PRESENT:-

Councillor Crumpton (Vice-Chair) (In the Chair)
Councillors Branwood and Miller
Director of Adult, Community and Housing Services, Assistant Director of Planning and Environmental Health, Director of Public Health, Dr S Cartwright – Dudley Clinical Commissioning Group; Alison Taylor, Local Area Team, NHS Commissioning Board, Andy Gray, CEO Dudley CVS; and Pam Bradbury, Chair of Healthwatch Dudley.

In attendance

Assistant Director, Adult Social Care (Directorate of Adult, Community and Housing Services), Assistant Director (Quality and Partnership) (Directorate of Children's Services), Mr N Bucktin, Head of Commissioning, Clinical Commissioning Group and Mr J Jablonski (Directorate of Corporate Resources)

Also in attendance

Jayne Emery, Chief Officer of Healthwatch Dudley (for Agenda Item No. 10) and 4 members of the public.

36. **COMMENTS MADE BY THE CHAIR**

The Chair welcomed everyone to the meeting in particular Dr Jennifer Deveraux an FY2 – Trainee Doctor – currently on secondment to the Office of Public Health.

37. **APOLOGIES FOR ABSENCE**

Apologies for absence from the meeting were submitted on behalf of Councillor S Turner, Pauline Sharratt, Paul Maubach, Chief Superintendent Johnson and Karen Jackson.

38. **DECLARATION OF INTEREST**

Dr S Cartwright declared a non-pecuniary interest in Agenda Item 7 – Urgent Care Centre (UCC) Procurement and draft UCC Service Specification (Version 0.6) in that the present walk in centre was on the same site as his practice – Keelinge House Surgery.

39. MINUTES

RESOLVED

That the minutes of the meeting of the Board held on 28th January, 2014, be approved as a correct record and signed.

40. NEXT STEPS FOR THE HEALTH AND WELLBEING BOARD INCLUDING WORK PROGRAMME FOR 2014/15

A joint report of Officers was submitted on next steps and the work programme for the Board for 2014/15.

A number of issues were considered in relation to:-

- Joint Health and Wellbeing Strategy and the Joint Strategic Needs Assessment
- Community Engagement and Communications
- Quality assurance
- Governance
- Draft work programme 2014/15

Arising from the presentation given of the content of the report and its Appendices, the Chair expressed concerns regarding the publicity that needed to be given to future Board meetings being held in the community and to the timing of Board meetings, which were currently shown as commencing at 5.00pm. He indicated that he would raise these concerns with Councillor S Turner.

RESOLVED

That the information contained in the report, and Appendices to the report, submitted on the issues indicated above be noted and endorsed with particular reference to updated Governance arrangements set out in Appendix 1 to the report, the adoption of a user friendly Board reporting style draft guidelines set out in Appendix 2 to the report, the dates for future meetings of the Board to be held in the community on

Tuesday, 17th June, 2014
Tuesday, 30th September, 2014
Tuesday, 16th December, 2014; and
Wednesday, 25th March, 2015

currently shown as commencing at 5.00pm together with the other activities contained in the Work Programme set out at paragraph 19 of the report submitted.

41. DUDLEY CCG OPERATIONAL PLAN 2014/2015 – 2016/2017 AND STRATEGIC PLAN 2014/2015 – 2018/2019

A report of the Chief Accountable Officer, Dudley Clinical Commissioning Group (CCG) was submitted reviewing the CCG's draft Operational Plan for 2014/15 – 2016/17 and the development of the Strategic Plan for 2014/15 – 2018/19. A copy of the draft Operational Plan was attached as Appendix 1 to the report submitted.

As part of the presentation of the report given by Mr Bucktin particular reference was made to the issues that the Board were asked to consider as set out in paragraphs 17 to 24 of the report submitted.

Mr Bucktin also asked that authority be given to the Chief Accountable Officer of the CCG and the Director of Public Health to agree a target in relation to the reporting of medication errors.

Arising from the presentation given of the report and Appendix 1 to the report submitted, a number of particular comments were made, as follows:-

- That there were inconsistencies between figures shown in the draft Operational Plan and the Joint Strategic Needs Assessment/Health and Wellbeing Strategy in relation to emergency admissions and it was agreed that the Director of Public Health and Officers from the CCG be authorised to clarify the position.
- Regarding the content of the paragraph in the draft Operational Plan, page 7, entitled "The Challenge" it was considered that further wording should be included regarding community assets identified in the Joint Strategic Needs Assessment.

- That whilst it was agreed that hypertension was an appropriate local quality premium target, reference was made to performance in GP Practices falling below the level expected in relation to vascular checks. It was requested that arrangements be made by the CCG to ensure that vascular checks were back on track to meet the required target. In response it was reported that hypertension was recognised as being appropriate as it also had an impact on dementia and that the CCG were aware of the reduction in vascular checking and were investigating the matter. It was further reported that once all practices moved to a single IT system in the next calendar year there would be significant opportunities to deliver this service.
- In response to a query regarding the use of NHS 111 it was noted that the CCG were going out to tender in respect of the Urgent Care Centre proposals with the expectation that patients would phone NHS 111. Any issues relating to the performance of 111 would be dealt with separately.
- That whilst it was appreciated that the Operational Plan needed to be written in a prescribed manner, for non-medical persons it made difficult reading particularly with the use of a number of acronyms making it difficult to fully understand what was being reported on. The CCG therefore needed to be aware that the report would be viewed by different audiences who would not be fully aware of all the terminology used.

Following comments made consideration was then given to the issues set out in the report submitted at paragraphs 17-24 that the Board were asked to consider.

RESOLVED

- (1) That the information contained in the report, and Appendix 1 to the report, in respect of the draft Dudley CCG Operational Plan 2014/15 – 2016/17 and the development of the Strategic Plan for 2014/15 – 2018/19, be noted and that the CCG be requested to take on board the particular points as recorded above
- (2) That the issues identified in paragraphs 17-24 of the report submitted be responded to as follows
 - (i) That the Board was satisfied that the areas of focus shown on pages 9 and 10 of the Plan were appropriate.
 - (ii) That the Board was satisfied that the levels of “outcome ambitions” in relation to those areas identified in paragraph 10b of the report submitted and at pages 11-12 of the Plan were appropriate.

- (iii) That the local quality premium target indicator for 2014/15 – hypertension – was appropriate.
 - (iv) That the dementia diagnosis rate be used as a local performance measure for the Better Care Fund.
 - (v) That the actions described in relation to commissioning for quality and safety were appropriate.
 - (vi) That in relation to parity of esteem for people with mental health problems the actions set out in pages 14 and 15 of the Plan be supported.
 - (vii) That the proposed priorities of urgent care, planned care, integrated care and primary care development were relevant.
 - (viii) That the actions in respect of the six system characteristics for transformation as set out in pages 16 to 24 of the Plan were regarded as sufficient.
- (3) That the Board confirm that the Plan was consistent with the Joint Health and Wellbeing Strategy.
-

42. CHANGE IN ORDER OF BUSINESS

Pursuant to Council Procedure Rule 13(c), it was

RESOLVED

That the remaining items of business be dealt with in the following order:-

Agenda Items numbers 8, 9, 10, 7 and 11.

43. GP ACCESS AND URGENT CARE

Neill Bucktin of the Clinical Commissioning Group (CCG) introduced a short animated film that had been produced in order to raise the awareness of the public in relation to GP access and urgent care. It was noted that these issues had been raised at the last meeting of the Board. The animated film known as a doodle ad was currently on You Tube and showed how work was taking place to improve access to GP Practices.

A particular aspect of this was the development of Patient Participation Groups by the CCG the intention being to have such a group in each practice in the Borough. Over 40 of the 49 practices in the Borough had a Patient Participation Group.

Arising from meetings of each group it was hoped to report on how access could be improved based on the ideas and suggestions coming from the groups.

A press release would shortly be issued by the CCG on the development of the doodle ad with the intention of spreading good practice around the GP Practices in the Borough. It was also commented that the Patient Participation Groups were a good way of getting the message out to the public about the Health and Wellbeing Board and for inspiring local people to the fact that they could make a difference.

RESOLVED

That the content of the film shown on improving GP access and Urgent Care and the comments made at the meeting on this be noted.

44. BETTER CARE FUND

A joint report of Officers was submitted updating the Board on Dudley's Better Care Fund proposals and to confirm direction and next steps.

As part of the consideration of this matter a visual presentation was also made and commented upon by the Director of Adult, Community and Housing Services and Neill Bucktin of the CCG. A copy of the presentation would be uploaded to the Council's Committee Management Information System.

The presentation covered a number of points and referred to progress since January, 2014 when the matter had been considered at the last meeting of the Board. A first draft had been submitted to NHS England on 14th February, 2014. The next submission to NHS England would be on 4th April, 2014 together with the CCG's Strategic Plan. Following the submission all Members of the Board would receive a copy of the full and final submission.

Other aspects of the presentation included the Modern Model of Integrated Care, a copy of the model which involved multi disciplinary teams as indicated at the last meeting of the Board, Taking the Prevention Model Forward, the Rapid Response Service, Performance Measures – Minimum Requirements, National Minimum Funding Level and Dudley Health and Social Care approach.

Regarding Next Steps, in addition to the timetable already indicated it was noted that the details to be agreed included confirmation of the governance arrangements under this Board including establishing shadow arrangements from 14th April, 2014 to be reflected in a Section 75 Agreement.

In conclusion the presentation also gave an indication of what success would look like.

Particular comments made on the presentation were as follows:-

- That Healthwatch should be asked to consider a different name to replace the one currently used i.e. Better Care Fund Dudley.
- That the Rapid Response Service was a real alternative to Hospital admission and would have benefits for the health system as a whole. It was indicated that there was a wish to provide care on a par with hospitals for example assessments could often be done at home rather than involving trips to a hospital by ambulance. Therefore, there would be developments in the assessment and treatment of people in their home.
- There was the need for assessment on a regular basis to ensure that the Rapid Response Service was of a high standard and work would be undertaken with colleagues in Healthwatch, other health colleagues, pharmacists and the Local Authority in relation to the Better Care Fund. There was national interest in the work being done in relation to this service and work was being done with other CCG's in the Black Country.
- That performance measures would be developed with Healthwatch and performance reported to the Board. The performance measures would be an aggregate of information at the Practice, Local and Borough levels.

- That the efficiencies to be delivered from within the fund of £4 million were to be reinvested into Rapid Response and GP leadership. A meeting will be held next week to finalise the submission.
- In response to a query about the increasing number of elderly in the population a response was given to the effect that forecast modelling was in place to assist with meeting increased demands and meeting needs with positive alternatives and the Better Care Fund would be able to expand the opportunities available.
- In response to queries regarding staff profiles and whether there were sufficient staff it was noted that there had been investment of £1 million in a significant organisational development programme leading to serious investment in staffing. It was recognised that there would be significant changes to how, where and the hours worked by staff with a coming together of different disciplines. However, this would enhance capacity and the approach would be reviewed so that the capacity required would be available. It was also noted that some staff were already working the hours and days required with some services to be available on a 24 hour basis. There would therefore be significant changes in ways of working which differed from those in the past the aim being to put the client first.
- That in response to a query about the opportunities for improving the end of life care it was noted that this was not always dealt with in a dignified manner and was not of a high quality. This issue was something that still needed to be addressed but discussions would be held as to the best way forward so that it could be planned with patients. The role of residential and nursing care homes was crucial in this and discussions needed to be held with providers.
- That if more people were going to be looked after in their own homes there was a need to understand the implications of this which could include loneliness and isolation and therefore there needed to be reassurance as to how people were going to be looked after.
- Success would largely depend on the use of the language of co-production so that individuals came together to provide the service experience required for patients and users. The Client would be the focus of the work undertaken.

RESOLVED

That the information contained in the report, presentation and comments made arising from the presentation, as indicated above, be noted on the further update of Dudley's Better Care Fund proposals to confirm direction and next steps.

45. UPDATE ON HEALTHWATCH DUDLEY PROGRESS

A report of the Chief Officer of Healthwatch Dudley was submitted updating the Board on Healthwatch Dudley progress.

Jayne Emery, Chief Officer, Healthwatch Dudley, was in attendance at the meeting and commented on the content of the report submitted.

Particular comments were made in respect of the Information Points referred to at paragraph 7 of the report submitted and the fact that there were now 72 settings registered as Community Information Points. The training indicated had been a good opportunity for those involved to network.

Arising from the presentation given she commented that for the next meeting of the Board it was suggested that there be an opportunity for a discussion session about Healthwatch Dudley for example how its role could be maximised and with a possible focus on a specific topic such as the Information Points.

Arising from this a comment was made that it was important that the Board listened to what actual people had to say so that the voice of the people could be brought to the Board. This would necessarily include people's experiences whether they were good or bad.

A request was made for an FAQ about Healthwatch Dudley to be produced for circulation to all Councillors so that their awareness could be raised. It was indicated that Healthwatch Dudley were already considering this matter and how they could get people involved.

RESOLVED

That the information contained in the report submitted, as reported at the meeting, updating the Board on Healthwatch Dudley progress be noted and that the comments raised above be progressed, as appropriate.

46. URGENT CARE CENTRE (UCC) PROCUREMENT AND DRAFT UCC SERVICE SPECIFICATION (VERSION 0.6)

A report of the Chief Accountable Officer, Dudley Clinical Commissioning Group was submitted providing an update on the design and procurement of the new Urgent Care Centre (UCC) proposed and agreed at the Board meeting of the CCG on 9th January, 2014.

The submission of the report was in response to comments made at the last meeting of this Board.

Attached as Appendix 1 to the report submitted was the latest draft version of the Service Specification. The specification would be considered by the CCG Board on 4th April, 2014 to report progress, then finally to the Board on 8th May. It was noted that this matter was also being considered by the Council's Health Scrutiny Committee.

Comments on the draft UCC Service Specification were invited as it was considered that such comments would be invaluable to developing a UCC that reflected the needs of local people, was safe, affordable and fit for purpose.

Arising from the presentation given on the content of the report, and Appendix 1 to the report, submitted a number of comments were made, as follows:-

- The Chair of Dudley Healthwatch indicated that comments had already been sent to the CCG on the draft, however, there were still concerns about where people would go if their needs could not be met as it was considered that they would try to find another route into the system and the issue of unregistered patients. It was noted that currently people who used the walk in centre did not have to be registered.

Regarding the issue of registration this was seen as a fundamental issue given that this was the whole basis of the GP Service and the services being developed. Therefore, whenever possible people seen should be registered with a GP and if they were not registered attempts would be made to facilitate registration. Once the EMIS IT system was in place this would facilitate this and the UCC would be using the system as well.

As regards the service not meeting needs it was considered that the quality of the triage provided was an important factor in meeting this concern. This Board at its last meeting had raised concerns about GP provision and what clinical triage meant. There was a need to be careful therefore and work out what the quality of the triage was.

- There was a need to task the provider with seeking continuous feedback and it was important that the CCG facilitated this.

- It was considered that in order for people to envisage the system to be provided that a flow chart be developed to show what the service would look like.
- In respect of pathways it was noted that substance misuse was subsumed under mental health and that as regards the provision of substance misuse this was commissioned by the Office of Public Health. CRI was the service provider and had been awarded a new contract with effect from 1st April. There needed to be liaison with that new provider as to how they fitted into the system.
- It was considered that a wet room be provided so that those in need of such a room could be accommodated prior to being treated.
- There was a need for the Service Specification to fully recognise the particular needs of people requiring the psychiatric liaison service and to meet the needs of children.
- Concerns were raised at the low staffing ratio proposed which should be looked at in the light of experience.

Arising from the points raised it was indicated that they would be considered with particular reference to psychiatric services as mental health and those for children were already the subject of further work. The issue of triage would also receive further consideration.

RESOLVED

1. That the information contained in the report, and Appendix 1 to the report, submitted on the design and procurement of the new Urgent Care Centre involving the draft Urgent Care Centre Service Specification (Version 0.6) be received and noted relating to assurance on the planning and commissioning process of the new Urgent Care Centre.
2. That arising from consideration of the draft Service Specification the comments made, as indicated above be considered as the responses of this Board to the CCG for consideration and inclusion in the final draft version of the Service Specification.

The meeting ended at 4.50 pm

CHAIR

34.**Delegated Decision Summary****Exempt**
Yes No

Decision Made By Cllr Khurshid Ahmed
Authorised By Cllr Khurshid Ahmed, Cabinet Member for Transport
In Consultation With John Millar, Director of the Urban Environment
Ward(s) Affected St Thomas's
Date of Decision 02 April 2014

Reference DUE/16/2014**Blackacre Road/Bufbery Park Estate Traffic Management Scheme**

1.1 That the closure of Blackacre Road currently subject to a temporary Traffic Regulation Order and previously subject to an Experimental Traffic Regulation Order be made permanent as shown as Appendix 1 (drawing number HT3727/6), by the introduction of the following Order:

The Borough Council of Dudley (Blackacre Road, Dudley) (Prohibition of Driving) (Number 5 Order Type) Order 2014.

1.2 That a revised scheme of traffic calming measures proposed in the surrounding streets as shown on Appendix 2 (drawing number HT3727/5) be abandoned.

35.**Delegated Decision Summary****Exempt**
Yes No

Decision Made By Cllr Khurshid Ahmed
Authorised By Cllr Khurshid Ahmed, Cabinet Member for Transport
In Consultation With John Millar, Director of the Urban Environment
Ward(s) Affected Brockmoor & Pensnett
St James's
Cradley and Wollescote
Pedmore & Stourbridge East
Brierley Hill
Coseley East
Castle & Priory
St Thomas's
Lye and Stourbridge North
Date of Decision 02 April 2014

Reference DUE/15/2014**To introduce various traffic restrictions in roads in the borough of Dudley**

1.1 That the unopposed proposals of the following Orders be introduced.

1.2 The Borough Council of Dudley (Central Dudley 2) (Prohibition of Waiting, Restriction of Waiting, Restriction of Loading and Parking Places (Numbers 3, 4, 5 and 6 Order Type) Order 2014.

1.3 The Borough Council of Dudley (Moor Street, Brierley Hill) (Farmers Bridge) (18 tonne Weight Restriction) (Number 7 Order Type) Order 2014.

1.4 The Borough Council of Dudley (Market Place, Dudley) (One Way Traffic) (Numbers 5 and 7 Order Type) Part 1 Order 2014.

36.**Delegated Decision Summary****Exempt**

Yes No

 Decision Made By Councillor Tim Crumpton**Authorised By** Councillor Tim Crumpton, Children's Services and Lifelong Learning**In Consultation With** Pauline Sharratt, Interim Director of Children's Services**Ward(s) Affected** All**Date of Decision** 02 April 2014**Reference** DCS/17/2014**Troubled Families Programme Provision**

To use a part of the Troubled Families (Attachment Fee) Grant Determination, on behalf of the Council, for services from Barnardo's – subject to a Service Level Agreement between the Troubled Families Steering Group and Barnardo's.

37.**Delegated Decision Summary****Exempt**

Yes No

 Decision Made By Councillor Tim Crumpton**Authorised By** Councillor Tim Crumpton, Children's Services and Lifelong Learning**In Consultation With** Pauline Sharratt, Interim Director of Children's Services**Ward(s) Affected** All**Date of Decision** 02 April 2014**Reference** DCS/14/2014**Troubled Families Programme Provision**

To use a part of the Troubled Families (Attachment Fee) Grant Determination, on behalf of the Council, for services from Barnardo's – subject to a Service Level Agreement between the Troubled Families Steering Group and Barnardo's.

38.**Delegated Decision Summary****Exempt**

Yes No

 Decision Made By Councillor Tim Crumpton**Authorised By** Councillor Tim Crumpton, Children's Services and Lifelong Learning**In Consultation With** Pauline Sharratt, Interim Director of Children's Services**Ward(s) Affected** All**Date of Decision** 02 April 2014**Reference** DCS/15/2014**Troubled Families Programme Provision**

To use a part of the Troubled Families (Attachment Fee) Grant Determination, on behalf of the Council, for services from Housing – subject to a memorandum of understanding between the Troubled Families Steering Group and Housing.

39.

Delegated Decision Summary

Exempt

Yes No

Decision Made By Councillor Tim Crumpton

Authorised By Councillor Tim Crumpton, Children's Services and Lifelong Learning

In Consultation With Pauline Sharratt, Interim Director of Children's Services

Ward(s) Affected All

Date of Decision 02 April 2014

Reference DCS/16/2014

Troubled Families Programme Provision

To use a part of the Troubled Families (Attachment Fee) Grant Determination, on behalf of the Council, for services from West Midlands Police Force – subject to a memorandum of understanding between the Troubled Families Steering Group and West Midlands Police Force.