

MINUTES of a meeting of the **CABINET MEMBER FOR HEALTH AND COMMUNITIES** held on 3 March 2015 at County Hall, Matlock

PRESENT

Councillor D Allen – Cabinet Member

Also in Attendance – Councillor J A Hill

18/15 **MINUTES RESOLVED** that the minutes of the meeting of the Cabinet Member for Health and Communities held on 10 February 2015 be confirmed as a correct record and signed by the Cabinet Member.

19/15 **GRANT TO DERBYSHIRE GYPSY LIAISON GROUP** An application for a grant for 2014/15 had been received from the Derbyshire Gypsy Liaison Group for £3,500. The Group played an important role in supporting the three Council-owned Traveller sites in Derbyshire, and other activities included the production of a newsletter, assistance with private site planning applications and dealing with issues of education, health and welfare of travellers. The Group relied on small annual grants to cover the baseline running costs. Budgetary provision of £3,500 had been made to support Traveller organisations in the current year.

RESOLVED that the Derbyshire Gypsy Liaison Group be awarded £3,500 for the year 2014/15, subject to the County Council's standard conditions of grants.

20/15 **COUNTER TERRORISM PREVENT DUTY** Prevent was a key strand of the national Counter Terrorism Strategy 'Contest'. It had been seen as a multi-agency responsibility, requiring cooperation for it to be effective, and the Government's view was that levels of commitment and cooperation were not currently consistent. The Counter Terrorism and Security Bill would introduce a new mandatory Prevent duty for a number of agencies, and it would also allow the Secretary of State to issue guidance on how the duty should be fulfilled. The Home Office, Office for Security and Counter Terrorism (OSCT) was undertaking national consultation regarding the guidance document. It was felt that the guidance was currently not clear on a number of issues.

Thirty local areas were currently classed as Prevent 'priority' areas (including Derby City) and these received direct funding from the Home Office for a local Prevent Co-ordinator. The thirty areas, plus another 14 'supported' areas, were eligible for Home Office funding for Prevent projects. Derbyshire County was not one of the areas, although the OSCT had indicated that some further funding had been identified which should see all areas receiving some funding for Prevent activity in the next financial year.

In Derbyshire, Prevent activity was coordinated through the Safer Derbyshire Partnership, reporting to the Safer Communities Board. The Board signed off an annual plan of activity in relation to Prevent, and the Safer Derbyshire Partnership ensured delivery of the plan on behalf of all the districts/boroughs. The main focus of the plan was delivering training and awareness raising sessions for multi-agency staff, ensuring individuals deemed to be at risk of radicalisation were supported through the local Channel project, and delivering training to targeted schools. The local Channel project was chaired by the Derby City Prevent Coordinator, and in January 2015 eight of the nineteen cases discussed in Derby had been County referrals.

The County Council currently funded around £20,000 per annum to deliver the bespoke targeted training, whilst other training was provided from existing Safer Derbyshire resources. There was concern that the burden of additional activities arising from the new Prevent duty would fall to top tier authorities in two tier areas without necessarily any additional funding to support it.

RESOLVED (1) that the work currently undertaken by the County Council/Safer Derbyshire Partnership in relation to Prevent be noted; and

(2) to agree a further update report on the progress of the Counter Terrorism and Security Bill/New Prevent Guidance and any financial implications this may have in due course.

21/15 ORGANISED IMMIGRATION CRIME, HUMAN TRAFFICKING AND EXPLOITATION Each year the Community Safety Team participated in an annual threat and risk assessment led by Derbyshire Constabulary. In 2014, the threat and risk process had focussed on Organised Immigration Crime, Human Trafficking and Exploitation (OICHTE). The Modern Slavery Bill had been presented to Parliament in June 2014, and the key measures aimed to simplify and toughen existing legislation. Raising awareness and improving skills was a key section of the Modern Slavery Bill, aiming to ensure that people had the knowledge they needed to tackle the threat.

The nature of human trafficking in Derbyshire was evolving. Derbyshire Constabulary had previously run a number of operations, but there was a significant lack of intelligence available and victims were often reluctant to cooperate with police investigations. The County Council had recently received self-referrals from trafficking victims, although a clear picture regarding numbers had not been established. Information sharing with the police was now being established to enable a better intelligence picture.

Partners in Derbyshire had agreed to establish a joint city and county Anti-Trafficking Partnership, and a meeting of this had been held with a range of partners. Following workshop style discussions, the key priorities for the partnership had been agreed. Derbyshire Constabulary had established a central intelligence hub, based in Derby, which included a number of partners. In addition, the Community Safety and Trading Standards Team had established a link to the England Illegal Money Lending Team, East Midlands representative.

RESOLVED (1) that the work undertaken by the County Council and partners to tackle Organised Immigration Crime, Human Trafficking and Exploitation be noted; and

(2) to agree a further update report on the progress of the Anti-Trafficking Partnership's action plan.

22/15 DERBYSHIRE LIVES THROUGH THE FIRST WORLD WAR In 2013, Derbyshire Record Office had secured £84,600 of HLF funding for a two year project to support Derbyshire communities to commemorate the centenary of the First World War. The funding principally covered the salary of a Project Officer, who had come into post in March 2014. The work undertaken through Derbyshire Lives over the past year was highlighted.

To date, over 50 community groups had been supported to develop projects for the commemoration, and Derbyshire Lives had engaged with a range of groups. The Derbyshire Lives project operated across the whole council, and had received cross-sector support and developed strong links. Significant support had been provided by Libraries and Heritage services directly to community groups. Nationally, the project was part of the Imperial War Museum First World War partnership, and it was also working with an Arts and Humanities Research Council funded scheme within the university sector to support communities to commemorate the war. The scheme offered academic support and funding for First World War projects, and the Project Officer worked closely with the Community Liaison Officer at the University of Nottingham Centre for Hidden Histories.

Over £50,000 of HLF funding had so far been obtained by community groups for projects supported by the Derbyshire Lives project. A number of community projects were currently in the process of applying for funding. In comparison with other projects in the Midlands, the Derbyshire Lives project was providing appropriate support for communities. Over the coming year, the Project Officer would be integrating feedback from Derbyshire groups and the Imperial War Museum First World War partnership to continue to build on existing good practice.

The commemorative period lasted for five years, and although there would be key dates to be commemorated over the next few years, it was anticipated that future projects would focus on the end of the war in 2018. These projects would not be likely to start until 2017, as the HLF First World War: Then and Now funding stream funded projects for a maximum of two years. During 2014, the Derbyshire Lives project had been supporting groups inspired by the beginning of the commemoration. Over 2015, the project would be consolidating the work and encouraging groups to develop plans and projects for the intervening period and the commemoration of the armistice in 2018. A training programme for community groups to increase skills and confidence would be published shortly.

The HLF funding for the Derbyshire Lives project would cease in early 2016, and once the project finished, it was the intention that a continuing programme of support and training for community groups would be mainstreamed and provided by services within the Libraries and Heritage division. An exhibition would travel around the county to maintain the profile of the Derbyshire First World War commemoration. Options for securing funding for a further countywide First World War project were being explored. The benefits of the Derbyshire Lives project to Derbyshire were stated.

RESOLVED to note the report.

23/15 REPLACEMENT LIBRARY MANAGEMENT SYSTEM Cabinet had previously approved the replacement of the existing library management system with a fully hosted and managed solution supplied by Sirsi Ltd. This had been part of a broader project to adopt a shared system by a consortium of library authorities in the East Midlands.

The 'go live' date for the new system was planned for 4 June 2015, and work was underway to plan for the migration of data to the new system. Part of this would involve a certain amount of downtime, affecting online access by the public and self-service terminals in libraries, but with a limited effect on library operations during normal hours. Prior to migration, a clean-up of user and catalogue records would be necessary. It was intended to continue with periodic database clean-up procedures every six months, with the first one using the revised criteria expected in March 2015, prior to Sirsi Ltd commencing work on migration.

The improved data management procedures would result in a more accurate catalogue and a better experience for library users. It would also ensure continued compliance with the council's data management policies and make the migration process safer and more efficient. The proposed database clean-up would not incur additional costs. The cost of data migration was included in the contract already entered into between EMLIB and Sirsi Limited.

RESOLVED to (1) note the report; and

(2) approve the clean-up of user and catalogue records, in line with the Council's data retention and disposal policies, as outlined in the report.

24/15 WELLCOME TRUST FUNDING The National Union of Mineworkers had previously deposited a substantial archive at the Derbyshire Record Office, and it had not been possible to catalogue and make the archive accessible within existing Record Office resources. In order to make the archive accessible, the Record Office had successfully applied for a grant of £135,469 from the Wellcome Trust's 'Research Resources' funding strand. This would cover the cost of one full time archivist (Grade 10) for 24 months, one full time archives assistant (Grade 5) for 21 months, preservation materials for repackaging the collection and IT development of a database for listing the case files. The project staff would be employed from Autumn 2015. Repackaging of the collection would continue for a further year, and would be carried out by existing staff alongside current duties. In addition to detailed cataloguing of the case files and health related records, the remainder of the collection would also be catalogued.

Once the project was underway, the Record Office intended to apply for further funding from the Wellcome Trust to carry out community engagement activities. Wigan Archives had also been successful in gaining funding for a similar project, and a joint academic symposium to disseminate the results of both projects was being explored. The project was the first step in a long term ambition to catalogue and make accessible the complete coal mining collections for Derbyshire. The Record Office also held an extensive collection of National Coal Board (NCB) records, and as part of their work, the project archivist would carry out a scoping exercise on the NCB archive, with the intention of submitting a further bid to the Wellcome Trust to catalogue the material.

No match funding was required by the Wellcome Trust. The Record Office was providing in-kind support in managing the overall project and repackaging the collection, and this could be accomplished within existing staffing resources. Redundancy costs arising from the completion of the project had been factored into the bid, and were reflected in the total grant award. Recruitment to the fixed term positions would be undertaken in accordance with existing County Council policies.

RESOLVED to (1) note the report;

(2) approve the expenditure of the Wellcome Trust grant as outlined in the report; and

(3) agree to the recruitment of the project staff as outlined in the report.

25/15 EXTENSION OF THE CONTRACT FOR THE TRADING STANDARDS MANAGEMENT SYSTEM The current Trading Standards Management System was provided by Civica Ltd. The current contract ended in March 2015, and permission was requested to extend the existing contract for a further four years from April 2015. A re-procurement of a Trading Standards Management System would be carried out via a framework towards the end of the contract period. The business case had been approved by the Director of Finance and the Director of Legal Services.

Based on the extension of the contract for a four year term, and with the same current annual support for 36 licences, Civica Ltd had provided an approximate quotation of £24,500 per annum. This was in line with existing annual payments for the contract, and the costs could continue to be met from the existing revenue budget. Protocol 10 of the Council's Financial Regulations allowed for the extension of contracts beyond the period that was originally awarded. The Director of Legal Services had advised that it would be appropriate to extend the contract in this case.

RESOLVED that approval be given to extend the current contract for the supply of the Civica APP software for a further four years, until 31 March 2019 under Protocol 10 of the Council's Financial Regulations.

26/15 HEART OF DERBYSHIRE SCHEME The Heart of Derbyshire Scheme had been launched in September 2014, and was based on the national responsibility deal for public health and sought to recognise local food caterers who 'pledged' to offer a healthier option or to reduce the amount of salt, sugar or fat in their meals. The emphasis was on providing choice for customers. A full list of the type of pledges and the number that had been made by businesses participating in the scheme was provided.

A pre-requisite for the scheme was that any business wishing to join had to have a food hygiene rating of at least 3. Any business had to complete an application process, agree to apply by the scheme's code of practice and state which of the 45 pledges they were committing to. District Council Environmental Health teams had agreed to monitor scheme members and to check that the pledges made continued to be met. There were currently 117 participating Heart of Derbyshire food businesses, and 103 businesses had made 19 or more pledges. As well as offering healthier meal options, 41 businesses had pledged to sell alcohol responsibly, 100 were offering smaller portion sizes and 67 welcomed breast feeding. A total of 2,463 healthier option pledges had been made by the participating food businesses. There had been 684 hits on the Heart of Derbyshire website in January, and although the amount of media coverage had been a little disappointing, it was hoped that the Heart of Derbyshire logo would become popular.

RESOLVED to note the report.

27/15 PROVISION OF POST INFECTION REVIEW SERVICE OF 'COMMUNITY CASES' OF HEALTH CARE ASSOCIATED INFECTIONS AFFECTING GLOSSOPDALE RESIDENTS Approval was sought to request that the Department of Health made a Public Health Ring Fenced Grant baseline adjustment for the transfer of £10,000 from the County Council's Health Protection budget to Tameside and Glossop CCG for the investigation of community cases of healthcare associated infections to residents living in Glossopdale.

Each CCG had a number of responsibilities for healthcare associated infections, and this included ensuring that arrangements were in place to carry out a post infection review for each healthcare associated infection for a resident within its area to identify how a case occurred, actions to prevent it re-occurring, and sharing lessons with other organisations. The on-going review of infection control arrangements by the Health Protection Team had identified an issue of immediate priority that needed to be resolved before the responsibility for health protection in Glossopdale was transferred to the County Council in April 2015. Across Tameside and Glossop CCG there was no current provision of post infection review of community cases of healthcare associated infection.

The Director of Quality and Nursing had confirmed that Tameside and Glossop CCG intended to put appropriate arrangements in place across the area, including Glossopdale, as soon as possible, and would commission this from a suitably qualified provider organisation. Based on analysis of the total healthcare associated infection cases for Tameside and Glossop for 2012/13, 2013/14 and 2014/15 to date, it was estimated that there was likely to be around 8-10 cases per annum.

The public health budget for Glossopdale had been transferred to the County Council from the former Tameside and Glossop PCT and included all funding for health protection functions. Funding for post infection reviews had been included in the Public Health grant allocation for the County Council. Until the end of March 2015, the County Council Public Health held the budget but made payments to Tameside MBC for commissioning public health services for the residents of Glossopdale on behalf of the County Council. Tameside and Glossop CCG had advised that the cost of providing a service for the post infection review of community associated healthcare associated infection cases in Glossopdale was £10,000 based on the anticipated numbers per annum. It was proposed that £10,000 be transferred from the Derbyshire Ring-Fenced Public Health Grant baseline allocation to Tameside and Glossop CCG to enable them to commission the service for residents

living in the Glossopdale area. This would be carried out by requesting the Department of Health to make the necessary baseline budget adjustment.

RESOLVED that approval be given to request that the Department of Health made a Public Health Ring Fenced Grant baseline adjustment for the transfer of £10,000 from Derbyshire County Council's Health Protection budget to Tameside and Glossop CCG for the investigation of community cases of health care associated infections to residents living in Glossopdale.

28/15 SUPPORTING FINANCIAL INCLUSION WORK IN DERBYSHIRE – GRANT Financial Action and Advice Derbyshire (FAAD) was a partnership of 50 local organisations from the public, voluntary and private sectors who worked together to tackle poverty and financial exclusion in Derbyshire. In September 2013, the County Council had approved a grant of £30,000 a year for two years to support the work of FAAD. An additional £50,000 a year for two years had been secured from the Big Lottery Fund via the Derbyshire Citizens Advice Bureaux.

Financial inclusion was one of the four key themes in the Annual Report of the Director of Public Health for Derbyshire in 2014, and FAAD had agreed to be the accountable partnership for the delivery of the recommendations in the Financial Inclusion section of the report. Financial inclusion was also one of the key themes in the County Council's Anti-Poverty Strategy. FAAD's work was consistent with and complemented the work of the Council in addressing financial exclusion, poverty and health inequalities through effective partnership working. It was recommended that the County Council continued to provide grant funding towards FAAD during 2015/16. The proposed grant was £30,000 which FAAD would seek to match from other sources. The cost of the grant would be met from the Public Health budget.

RESOLVED that grant funding of £30,000 be provided to Rural Action Derbyshire to support the work of FAAD from September 2015 to September 2016.

29/15 WELFARE RIGHTS SERVICE AND DERBYSHIRE UNEMPLOYED WORKERS' CENTRE – GRANTS The County Council had previously approved the continuation of the weekly Citizens Advice Bureau (CAB) service in 98/102 of its GP surgeries, and had also approved the extension of its weekly CAB service to all children's centres. As a result of the increase in advice across the County, the CAB's were referring increasing numbers of clients to the Council's in-house Welfare Rights Service and the Derbyshire Unemployed Workers' Centre for specialist help with benefit appeals. The Council had approved a grant of £50,000 each to WRS and DUWC to help them deal with the increasing number of appeals.

An interim evaluation of the appeals work had shown that 1,184 cases had been dealt with by WRS and DUWC, 991 appeals had been made, and £3,047,892 in annualised ongoing weekly benefits had been secured for Derbyshire residents. Given the increased pressure on communities and the increasing demand for advice and appeals services, it was recommended that the County Council continued to provide grant funding towards the appeals service of both organisations. The proposed grant for 2015/16 was £50,000 each.

In line with other grants to Voluntary and Community Sector organisations, it was recommended that the grant be subject to a Service Level Agreement, which would set out expectations and requirements on the organisations and the County Council in relation to the grant award. Six monthly monitoring would ensure both the quality of the service and accountability for the funding. In relation to the DUWC, assurance had been given that any grant funding provided would be used solely for the purposes of supporting the advice function of the centre and not for political activities. This would be reflected in the Service Level Agreement. It was proposed that the cost of the grants be met from the Public Health budget.

RESOLVED that grant funding of £50,000 a year be provided to the Derbyshire Unemployed Workers' Centre and £50,000 be provided to the Council's in-house Welfare Rights Service towards the costs associated with the delivery of appeals services for 2015-18, subject to evaluation and budgets.