

City of Durham

At a Meeting of **SCRUTINY COMMITTEE** held in the Studio, Gala Theatre, on Thursday, 24th January, 2008 at 5.30 p.m.

Present: Councillor Hopgood (in the Chair)
and Councillors Colledge, Freeman, Howarth, Mitchell, Robinson, Simpson and Walton

Also Present: Councillors Carr, Kellett, Kelly, Marsden, Turnbull, Stoddart and Young

469. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor McDonnell, Wilkes and Wolstenholme.

470. MINUTES

Minutes of the Meeting of 6th December, 2007, were confirmed as a correct record and signed by the Chair.

471. CHAIRMAN'S REMARKS

The Chair asked Members to clarify whether they wished to invite the Head of Legal & Strategic Services and the Licensing Manager to speak to the Committee as regards the new Licensing Policy. Member agreed that the Licensing Manager should be invited to speak, with the Head of Legal & Strategic Services being invited as a guest.

The Chair informed Members of the figures requested by the Committee as regards the leases of offices at Mandale Park, Saddler Street and High Street, Durham. Members noted the figures and requested that hard copies be circulated to Committee Members.

The Chair informed Members that she would reiterate the Committee's request to the Leader of the Council asking that Members be issued with a list of correct and updated staff contact details.

The Chair would follow up the issue of feedback being provided to Scrutiny from Portfolio Holder and Lead Officers as regards Scrutiny Report recommendations. The Chair would speak to the Leader of the Council and O.M.T. would be asked for a response. Members agreed, and requested that the list of reports where feedback had not been given be circulated to the Committee.

Members were reminded as regards the Joint Scrutiny working groups relating to Public Transport and NEETS (Young People Not in Education, Employment or Training). Members were informed that the Chair would represent the City of Durham at an upcoming meeting of the County and District Councils Joint Overview and Scrutiny Committee looking at the Implementation Executive for the new Unitary Authority and would report back to the Committee at the next meeting.

Members were reminded as regards the upcoming Financial Training sessions organised by the City of Durham's Financial Services Department. Members were also asked whether they wished to have Training as a standing agenda item. Members agreed this was a good idea, but noted that political balance should be maintained and that the requisite travelling expenses should be made available. Clarification as regards which budget travelling and subsistence would be made payable from would be sought and reported back to the next meeting.

Note: *Councillor Carr entered the meeting at 5.35 p.m.*

472. SCRUTINY PANEL REPORTS

Community Services Scrutiny Panel – Review of Council House Repairs

Members noted the report but requested that an issue relating to the Emergency Call Out Procedure be brought to the attention of Property Services. Members agreed that action was required and that Members were informed at the next meeting of what action had been taken.

Resolved: That the report be sent to Cabinet for consideration.

473. CABINET DECISIONS

- **3rd December, 2007**
- **17th December, 2007**
- **9th January, 2007**
- **14th January, 2007**

The Cabinet reports had been noted. Councillor Howarth raised the Sustainable Development Policy, which had been presented to Cabinet on the 14th January as being a possible subject for future Scrutiny.

474. VERBAL REPORTS OF PANEL CHAIRS

An update was given by each Panel Chair on the progress of their Panel business.

475. FORWARD PLAN

The Committee considered the Forward Plan No. 68, which was effective from 1st December, 2007, and had no comments to make. The Chairman informed Members of the changes made within the recently published Forward Plan No. 69.

476. DECISIONS TAKEN BY PORTFOLIO HOLDERS SINCE LAST MEETING

Councillor Mitchell requested further clarification as regards Portfolio Holder Decision No. 1 relating to costs for the bronze sculpture "The Journey".

Councillor Robinson requested clarification as regards Portfolio Holder Decision No. 8 relating to the revised cost figure contained within the decision.

Resolved: That a written response be requested from the relevant Portfolio Holder in regard to each of these queries.

477. ANY OTHER BUSINESS

There was no other business.

Meeting terminated 6.05 p.m.

Chair

Economic Scrutiny Panel

Scrutiny of CCTV

1. Background

- 1.1 The Economic Scrutiny Panel were tasked with scrutinising the effectiveness of the current provision of CCTV.
- 1.2 The purpose of the scrutiny was to check that the system currently in place was fit for purpose and value for money and whether the system should be extended.
- 1.3 Members agreed that they would approach the scrutiny in the first instance with a stock take of equipment currently used and asked that the City Care Manager responsible for CCTV be invited to attend a panel meeting to give Members an insight of this.
- 1.4 In 1997/98 Durham City Council installed a City Centre CCTV system which is monitored from a central Control Room by City of Durham employees.
- 1.5 The intention of the CCTV system is directed towards deterring antisocial behaviour and preventing crime, thereby providing a safer environment for the benefit of the whole community.

2. Findings

- 2.1 The cameras are monitored twenty four hours per day 365 days per year most of the cameras are owned by the City of Durham but there a small number in the new Walkergate development that are privately owned and which the Council is paid £22,000 for monitoring their cameras
- 2.2 Most of the cameras in use are digital and produce excellent quality images, the VHS images are of good quality too. The City Council has always purchased the best equipment and the quality produced has been excellent. As the quality of the images is so good, defence solicitors often question control room staff about procedures and practices used – the staff has been congratulated by solicitors for the way in which they carry out their duties.
- 2.3 The section provides a monitoring service to pub watch and shop watch and is in radio contact with the police. This is a much more effective way of dealing with street incidents than telephoning the police station.
- 2.4 City of Durham Council pays for the service in its entirety; they receive no contributions from either the Police or the Shopkeepers, other than the payment from the Walkergate Development.
- 2.5 Control room staff are multi skilled and training is regularly updated, each member of staff has a training log and regular checks are made on staff members.
- 2.6 Three senior Police Officers had attended a Panel Meeting together with the Council's Community Safety Officer and had advised Members that CCTV is an excellent preventative tool. Some towns in the County do not have CCTV

systems and there were increases in retail crime and other crimes. The Police use the evidence provided by the cameras to prove offences have been committed.

2.7 The Community Safety Officer informed the Panel that separate deployable cameras are used in areas identified as hot spots. These cameras are funded by the Partnership. While the images are good they are not of the same quality as those used by the control room.

2.8 It was suggested that there was an emphasis on the City rather than the villages as far as crime and disorder was concerned. However, the fairest system for the villages to use the mobile camera was based on the numbers of calls received, this is intelligence lead. A village has the use of the camera for twelve weeks, but this may change should the camera be needed elsewhere, it would be moved.

2.9 Concerns had been raised over the Bus Station and the incidents which had occurred since the expiry of the recent dispersal order. The Police Officers stated that should the need arise they would seek another dispersal order.

3. Recommendations

3.1 That the Council support recommendations 1 - 7 made in the Durham City CCTV System: A Review by Durham Constabulary (Appendix A)

3.2 That regular joint training sessions be arranged as required for Control Room Staff, Police Officers and staff.

3.3 That a budget be given to upgrade all the existing cameras from video tape to dvd disc, this will take up less room in storage and give better quality images.

3.4 That all mobile camera equipment purchased is compatible with all other CCTV equipment.

3.5 That the City of Durham Council work in partnership with all other commercial CCTV users including Prince Bishops and The Gates shopping centres.

3.6 That Durham City Council asks that the new Unitary Authority commits to a policy to maintain the CCTV system in Durham City to a level equivalent to a minimum of the current service provided.

Appendix A

Durham Constabulary Durham City CCTV System: A Review

Summary of Recommendations

- It is recommended that a quarterly meeting be established between Durham Constabulary and Durham City Council to maintain common objectives, review strategic plans and deal with real or anticipated problems.
- It is recommended that Durham Constabulary investigate the possibility of establishing an appropriate and effective feedback procedure on cases where CCTV System product has been provided.
- It is recommended that consideration be given to establishing a programme of visits for new and experienced officers so that awareness of procedures is built up and communication processes enhanced.
- It is recommended that as part of a wider information strategy a wider ranging survey be carried out with the stakeholders in the retail, commercial, academic and residential sectors within the boundaries of the CCTV System.
- It is recommended that consideration be given to having a decision maker in the CCTV Control Room during busy times or special events who can advise on the evidence during live incidents or immediate review to assist in the arresting of offenders and detection of offences.
- It is recommended that consideration be given to promoting the use of the system by private sector interests within the geographical area of coverage.
- It is recommended that consideration be given to reviewing staffing levels for the CCTV to limit the cross abstraction with Careline.

Report of Community Services Scrutiny Panel – Review of Homelessness

Follow-up Report – February 2008

1 Overview

- 1.1 The first Scrutiny Report of Homelessness was approved by the Scrutiny Committee in January 2005.
- 1.2 The first Review of that Report was carried out in January 2007.
- 1.3 This Follow-up Report addresses aspects of Homelessness recommended for further scrutiny and updates on other recommendations in the Review Report.
- 1.4 The Homelessness Strategy and Action Plan are due to be reviewed by the Panel in July 2008, following Local Government Review in February 2008.
- 1.5 The City of Durham's Housing Strategy and Development Manager attended a Panel meeting to speak to Members on the topic of Homelessness, in particular the issue of "Rough Sleeping", within the City of Durham District.
- 1.6 The Panel was told that work towards securing better links and working relationships with Private Landlords was progressing well, with the formation of a "Private Landlord Forum". Over fifty private Landlords responded to the initial consultation and the Forum held its inaugural meeting in September. It is hoped that after an initial steer by the Housing Strategy and Development Manager Chair the initial three or four meetings that a Chairperson could be elected from the Landlords themselves. This Forum provides a useful platform in which the Council can approach Landlords and speak to them about various Housing issues and to this end there will be guests from the City of Durham at both the October and November meetings of the Forum. In October a representative from the Housing Benefits section will be in attendance, and in November a Rent Officer will speak to the Landlords. In relation to recommendation (i) - "Working with Partners" of the Review Report (January, 2007), it is intended that details of the Forum will be made available to the public via articles in Durham City News and the Durham Advertiser.
- 1.7 Also in relation to working with Partners, Councillors noted that the Durham Young People's Centre at End House was to close as the building was being sold. Help had been given by the City of Durham, via the Portfolio Holder for Housing and the Community Development Section, but they were unsuccessful in locating suitable alternative accommodation. Within End House, "Moving On", a charity which offers advice to 16-25 year olds on housing issues, has relocated to the Durham Miners' Hall at Redhills. The City of Durham, through a DCLG grant, provide Moving On with funding as they deal effectively with the 16-25 year old demographic, an area which the Council has had difficulty in dealing with in the past.
- 1.8 Moving On provides Peer Education Sessions and Life-Skill Workshops that can help young people to become more self sufficient and prepare them for the responsibilities associated with being a Tenant, whether in the public or private sector. It therefore could be possible to refer any appropriate cases of rough sleeping to these sessions, with an ultimate aim being the rough sleepers secure a tenancy for themselves. Indeed, Moving On refers "good candidates" to the City of Durham and the Council can be confident that these individuals are aware of what they can expect, and what is expected of them as Tenants.

2 Information Leaflet – Domestic Violence

- 2.1 As regards recommendation (ii) of the Review Report on Homelessness prepared by the Panel in January 2007 (relating to the issuing to all Members of information leaflets on domestic violence), it was felt that due to the limited number available to the City of Durham, it would be best to save them for those that genuinely needed the information.

3 Homelessness Prevention Officer

- 3.1 Recommendation (iii) of the Review Report on Homelessness recommended that the Council should aim to retain the position of the Homelessness Prevention Officer beyond the date for which it was currently funded being March 2008. A report regarding the restructuring of the Housing Department was subsequently submitted to Cabinet in October 2007. Within that restructure the role and title of Homelessness Prevention Officer has been changed to be included within the establishment of an additional Housing Options Officer and the post has been made permanent. A decision has also been taken to use Communities and Local Government (CLG) funding to fund a Housing Options Assistant, on a full-time temporary basis, until March 2009. The Panel considers that the continuation of this fixed-term post, beyond March 2009, would greatly strengthen the department and significantly improve its capacity to prevent homelessness.

4 Rough Sleeping

- 4.1 The topic of Homelessness, in particular the issue of "Rough Sleeping", within the City of Durham District had been previously identified as an area to be revisited in recommendation (iv) of the Review Report on Homelessness.
- 4.2 The Rough Sleeping Count is a requirement by statute and a Best Value Performance Indicator (BVPI). The last count for the City of Durham was nil and Members were curious as to this low figure. Whilst this nil result was perhaps unexpected by Members, the result was not a surprise for those organisations that deal with the issues of rough sleepers. It was noted that any result of five persons or less allows for a period of five years in between these counts.
- 4.3 Based on the previous count result, and with the lack of evidence of any particular problem with rough sleepers in the City of Durham area, there was no need to bring forward the next mandatory count. Indeed as the cost of carrying out such a count is approximately £4,000 it was felt by Officers that the next count should be carried out at end of the period permitted.
- 4.3 Members were reminded that the Rough Sleeping Count was conducted over the course of a single night across forty one City Centre sites and some additional sites at Bearpark. Some Members intimated that they thought that the count may not have been taken over a large enough sample period. Members were informed that thorough research had been undertaken prior to the actual Count taking place to record the known and likely places used by those sleeping rough, i.e. liaising with relevant interested groups such as the Salvation Army, Durham Constabulary, Bus Depot staff etc. Also, a prolonged period for the Count, or a larger amount of people conducting the count, could have proved traumatic for anyone who was sleeping rough, damaging any working relationships that had been built up.
- 4.4 The Panel were informed that the topic would be brought up at a upcoming meeting of the Durham Constabulary Consultative Group (DCCG) to ascertain whether the issue of rough sleeping was perceived to be a large problem (further to the aforementioned meeting, it was reported back to the Chair of the Panel that whilst the Police were aware of some individuals that slept rough on occasion, there was not perceived to be a problem in the City of Durham).

- 4.5 The Housing Strategy and Development Manager informed Members that the members of the Homelessness Implementation Group meet on a monthly basis with there being currently two “task groups” at the present time.
- 4.6 The Housing Strategy and Development Manager informed Members that a meeting of the Homelessness Implementation Group would include guests representing “The Big Issue”, a Distributor and a Seller. It is hoped that at this meeting, amongst other issues, that it may be possible to talk about rough sleeping.

5 Homelessness – Mental Health Issues

- 5.1 Presentations were given by representatives from Durham Primary Care Trust and Durham County Council in response to recommendation (v) of the Review Report on Homelessness.
- 5.2 An overview of problems encountered by people who experience mental health issues was given to the Panel. Mental health issues impact on housing but housing also affects those with mental health problems. A copy of Mental Health and Housing fact sheet 6 can be found at Appendix A.
- 5.3 The Panel was also advised that many of the people who suffer with mental health problems do not have the confidence to refuse or challenge accommodation locations, thus making their situations worse.
- 5.4 The PCT wishes to encourage multi-agency working, more agencies are being put in place giving vulnerable people additional support and confidence to seek help, where needed and the help being easily assessable. Services and improvements are being targeted in this area. Another key area of improvement is in the area of equalities and discrimination.
- 5.5 A report had been prepared to answer questions from the panel, a copy of this report can be found at Appendix B. The panel was advised that a closer liaison and understanding was required of partners roles, individuals were helpful but organisational policies made it difficult for people with mental health problems.
- 5.6 Members asked if agencies were moving away from the Day Centres, but were informed that the day centre still has a place and continue to do a very good job in society.

6 Recommendations

- 6.1 That the Council continues to progress and monitor the Homelessness Strategy and Action Plan and strongly recommends close working with Partners to provide support and prevent homelessness which can be brought about by a wide range of adverse influences.
- 6.2 The Panel considers the prevention of homelessness to be of paramount importance and therefore strongly recommends that, as a minimum requirement, the Council makes every possible effort to retain the position of Housing Options Assistant beyond the date for which it is currently funded being March 2009.
- 6.3 That the Panel receives an update on the Homelessness Strategy and Action Plan after they have been reviewed by the Authority in 2008, the Panel’s recommended review date being July 2008.
- 6.4 That a copy of this Review Report, together with its appendices, be sent to appropriate officers with responsibility for the monitoring and updating of the Homelessness Strategy and Action Plan.



Mental Health and Housing

“Mental health problems can lead to rent arrears which can lead to a cycle of decline and hopelessness leading eventually to homelessness. Caught early these problems are extremely easy to sort out. Caught late, they can be devastating.”

Who is this for?

People affected by mental health problems, all those providing services for people affected by mental health problems, including primary care and voluntary sector staff, those involved in providing housing, housing-related services or advice.

Key facts

- Over four out of five people with severe mental health problems live in mainstream housing, with the rest living in supported housing or other specialist accommodation. Half of those with their own home or tenancy live alone.



- Many people with mental health problems feel that they are not offered the same choices as other people when seeking a new home, and that they are frequently obliged to take hard to let properties.
- People with mental health problems are one-and-a-half times more likely than the general population to live in rented housing, with higher uncertainty about how long they can remain in their current home.
- Mental health problems are prevalent among homeless people with 30 to 50 per cent of rough sleepers having mental health problems, and as many as one in five homeless people having a mental health problem and a further issue such as substance misuse.

Promoting social inclusion

What can staff in the housing sector do?

- Liaise with Mental Health Trusts so that they are aware of local mental health facilities, and build links with health and social care staff.
- Work with residents and mental health and social care professionals to ensure that tenancies are sustained by providing clear advice on such matters as benefit entitlement, and by ensuring that appropriate support services are put in place, eg advice agencies or occupational therapists.
- Recognise that admission to hospital is not a reason for the person to give up their accommodation, as Housing Benefit and Council Tax Benefit will continue to be paid if someone is in hospital for up to 52 weeks.
- Inform the Housing Benefit department and Benefits Agency when a person is admitted to hospital, if they are unable to do so themselves.
- Draw an agreement up with the tenant that if concern exists about the person's mental health, the housing officer can raise the concerns with the tenant and/or their GP/Community Mental Health Team contact so that they can receive appropriate support before a crisis is reached.
- Support health and social care staff to retain the individual's link to the community and provide support (where required) to the individual on returning to their home.
- Access mental health awareness training to better understand the needs of this client group – many voluntary and statutory organisations are able to facilitate this training. People with experience of mental health problems should be involved in the delivery of the training.

What can professionals in the health and social care sector do?

- Check a person's housing situation when they first access their service, ie hospital, Community Mental Health Team, GP surgery. Staff should work with the person to reduce the risk of losing their home, if the accommodation is appropriate. If the person will be homeless they should be referred to the local housing authority and work with housing services to identify and address their housing and support needs.
- Establish referral protocols with local housing advice agencies.
- Offer informal and formal support to housing staff on mental health issues and housing management.
- Recognise the role that housing staff play in supporting people with mental health problems in the community, and develop collaborative working relationships with them.

What can housing and health professionals do together?

ASSESSMENT AND RESETTLEMENT TEAM, BROMLEY, LONDON

The Assessment and Resettlement Team in the local housing department is responsible for everyone over the age of 16 who is deemed 'vulnerable', including those with mental health problems. The team links health, social care and housing services to ensure that people who are re-housed have the best opportunity to maintain their tenancy. Part of their role is to vet potential properties to ensure that they are suitable and to go with clients to the viewing. All team members specialising in mental health have previously worked in a Community Mental Health Team. In the last year the team has worked with over 400 people.

Contact: Glyn Gunning – on 020 8313 4134 or at - glyn.gunning@bromley.gov.uk

- Organise regular meetings (possibly using the Care Programme Approach (CPA)) between the individual, care co-ordinator and the housing officer to ensure that correct support is identified and that support packages complement each other, eg housing-related support and care services.

- Set up regular meetings/good practice forums between the health and social care services and housing staff to increase understanding of each other's roles, pressures and priorities.
- Establish clear and effective channels for advice and referral for housing services.
- Implement joint training to raise awareness of, increase understanding and deal with mental health problems and housing/support needs.
- Develop systems for collecting and sharing information between services.
- Develop and monitor a shared outcome (between housing and mental health services) on improving mental health support for homeless people or those at risk of homelessness (see *Achieving Positive Shared Outcomes in Health and Homelessness*, Office of the Deputy Prime Minister, 2004).
- Agree joint protocols between services on general and forensic hospital admissions and discharges so that people with a mental health problem who might be homeless or vulnerable to homelessness are identified and their support/housing needs are addressed as part of a planned discharge. (See *Discharge from Hospital: Pathway, Process and Practice*, Department of Health, 2003).
- Appoint a health and housing/homelessness champion to lead joint work in the Primary Care Trust/local authority.

Further information

Primary Care

The majority of people with mental health problems are supported by their GP and by other NHS staff who work in primary care. At this point anyone with a mental health problem needs to:

- have their mental health needs identified and assessed;
- be offered effective treatment, including medication and psychological therapies; and
- be able to access advice on social matters, including housing.

Secondary Care

Care Co-ordination

- If a person is referred to specialist mental health services they will have an allocated **care co-ordinator** whose role is to co-ordinate and have an overview of the different areas of care. This is not just in relation to health services but also to the areas where the individual requires support, such as employment, social networks or housing. The care co-ordinator is based within the local Community Mental Health Team.
- If a person is admitted to **hospital**, in-patient staff should identify any housing or support needs, and they should liaise with the care co-ordinator to ensure that appropriate housing is found and that support structures are in place before the person is discharged.
- A **written care plan**: this will set out the treatment and support to be provided. The care plan should also address the social needs of the person, including housing needs.

Crisis Resolution

- **Crisis Resolution/Home Treatment** teams can respond promptly when someone is in crisis, as this service should be available 24 hours a day, 7 days a week. The twin objectives of the team should be to resolve the crisis and to prevent any unnecessary admission to hospital, therefore preventing potential loss of accommodation. The person's care plan should identify any action to be taken in the event of a crisis, including dealing with any issues concerning accommodation.

Housing

Ensuring appropriate allocations

Housing authorities are under a number of obligations in relation to housing allocations. They must:

- ensure that advice and information are available about the right to make an application for accommodation with assistance for those who need it;
- ensure that applicants are informed of certain rights, for example the right to be informed of any decision about the case and the right to review certain decisions; and

- publish their allocation scheme, including a policy on offering people a choice of accommodation.

The Choice-Based Letting scheme aims to improve the level of choice available to people when taking up local authority housing. Practice differs in local areas, so contact local housing departments to find out their arrangements.

Enabling someone to keep their home

- The **Supporting People** programme funds services that provide housing-related support to vulnerable individuals who need assistance in order to enable them to maintain or improve their ability to live independently. Such support can be provided to individuals either in their own homes or in specialist accommodation, eg sheltered schemes, hostel-type accommodation and shared houses.
- Authorities are also strongly encouraged to ensure that, where relevant, the housing-related support services are provided as part of an integrated package of services. The levels of support offered will vary depending on the needs of the individual and the type of service, and they should be tailored to meet the individual's need through an Individual Support Plan.

Information about the financial support to help people with their housing costs (Housing Benefit, Council Tax Benefit and Community Care Grants) is included in the **Benefits** fact sheet.

Preventing/addressing homelessness

- People who are in housing need or vulnerable to homelessness can apply to a local housing authority for assistance and have their housing needs assessed.
- Housing authorities must ensure that free advice and information on homelessness and preventing homelessness is available to everyone in their area.
- Where an applicant is eligible i.e. unintentionally homeless, in priority need for accommodation (which includes mental health problems), and has a local connection, the housing authority has a duty to ensure that accommodation is available until the applicant finds a settled home or circumstances bring the duty to an end.
- Further information on housing and homelessness can be found at Shelter (see Useful Contacts and Resources below).

THE SOCIAL EXCLUSION UNIT REPORT ACTION POINTS

The Office of the Deputy Prime Minister (ODPM) and the Housing Corporation will identify best practice and will draw up guidance for local authorities and registered social landlords on preventing and managing rent arrears that reflects the needs of vulnerable tenants, including people with mental health problems, in mainstream housing.

Good practice guidance on Choice-Based Lettings will address how vulnerable people – including those with mental health problems and from ethnic minorities – can be assisted and supported in making appropriate housing choices. ODPM will consider the need to issue further guidance on appropriate allocations when the current National Institute for Mental Health in England/Housing Corporation research reports in summer 2004.

In revising the Code of Guidance on Homelessness, ODPM will ensure that it reflects homelessness and mental health issues.

ODPM will work with the Chartered Institute of Housing to ensure that mental health awareness is fully reflected in mainstream education and in training for housing professionals.

Research will be commissioned to develop practical ways to access mental health services for people who are homeless or in temporary accommodation. (Department of Health research to report in 2005.)

Useful Contact and Resources

The Office of the Deputy Prime Minister Code of Guidance establishes the framework in which local authorities carry out their duties and allocate properties. It also contains details of consultation papers, the Government's press releases and Decent Homes (www.housing.odpm.gov.uk).

For a range of information and publications on homelessness, see www.homelessness.odpm.gov.uk

Choice-Based Letting – contact your local authority's Housing Department for more information on this new scheme as practice differs within each locality.

For information on Supporting People see www.spkweb.org.uk

Shelter helps people find and keep a home, and they provide advice and information for housing professionals. Their web-site is www.shelter.org.uk and they also have a helpline, *ShelterLine*, on 0808 800 4444. Shelter's Homelessness Act web-site is aimed primarily at local authorities and focuses on the practical issues following the implementation of the Homelessness Act 2002 (see www.HomelessnessAct.org.uk).

Information and policy advice for the housing and support sector can be found at www.sitra.org

For advice on funding see the Housing Corporation's web-site at: www.housingcorp.gov.uk/

The Citizens Advice Bureau web-site provides advice on a range of topics. (www.adviceguide.org.uk). Contact details for local Citizens Advice Bureau can be found at www.citizensadvice.org.uk/cabdir.ihtml or in the local phone book. The Citizens Advice Bureau is preparing a National Directory of Citizens Advice Bureau services specifically for people with mental health problems, which is due for publication in autumn 2004.

Revolving Doors have worked in improving access to care and housing for people with mental health issues who have had contact with the criminal justice system (www.revolving-doors.co.uk).

NIMHE has a Knowledge Community where people can exchange information and experiences relating to mental health. This can be found at kc.nimhe.org.uk.

Scottish Executive – for information on mental health policy and services in Scotland, contact the National Programme for Improving Mental Health and Well-Being (part of the Scottish Executive). Visit www.show.scot.nhs.uk

www.socialexclusion.gov.uk

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OUTLINE OF REPORT TO DURHAM CITY SCRUTINY COMMITTEE – DECEMBER 2007

Q.1 - The approximate numbers of people with psychiatric problems who present as homeless, in Durham, if such figures are available;

- Between April 2002 and March 2007, 231 people have indicated mental health as a reason contributing to their circumstances.
- 47 out of these 231 asked for help with their mental health, with an additional 62 asking for help with emotional support

The number of people in need across the County because of a mental health issue increased dramatically between 2004/05 and 2005/06 to 97.

In 2006/07 the number of people indicating mental health as a reason decreased from 97 in the previous year to 93.

The three districts with most prevalent occurrence of mental health as a reason contributing to housing need are

- Derwentside having seen at or about 35 for each of the last two years,
- Durham city, 22 in the last year
- Easington, having seen between 15 and 20 for each of the last two years

Chester-le-Street, Derwentside and Durham City have seen increases in the proportion of people indicating mental health in the last financial year compared to 2005/06.

- On average amongst all people who indicate mental health as a reason, 41% are female and 59% are male.

Q.2 - What age range is most affected?

A year ago the most prevalent age group for people indicating mental health was amongst those aged 26–50, this number decreased in 2006/07, whilst the number amongst people aged 18-25 has increased year on year for the last five years.

Q.3 - What are the nature of the problems?

A fairly consistent 30% of people who indicated mental health are **unable to get on with their parents**, compared to a decreasing proportion of people who haven't indicated mental health as a reason for their need.

The proportions who **can't get on with other family members** has increased over the last three years from at or about 5% to approaching 25% in the last financial year.

Other most noticeable increases between the last financial year and the preceding year are seen in **fleeing domestic violence, harassment, unhappy with the area lived in and unsuitable accommodation**, with the later three all having seen increases amongst people with mental health as a reason of at or more than 7%.

Financial reasons and independence have also seen increases amongst people indicating mental health as a reason.

Amongst people indicating mental health, **own drug / alcohol problem** has been indicated as a reason in need by one in ten people over the last three years, compared to an average of 2% of people who have not indicated mental health as a factor contributing to their need.

Q.4- How are they assessed?

- For more seriously ill – through Care Co-ordination within the Community Home Treatment Integrated Teams from Tees, Esk & Wear Valleys NHS Trust (TEWV)
- For less serious – GP assessment
- Service users have to be subject to care coordination to access provider services.
- For the purposes of the figures in this report are self-reporting

Q.5 - What alternative accommodation options are there?

District	Provider	Capacity	Type
Durham City	Stonham	8	Shared living
	Waddington Street	6	Accomm. based
	Waddington Street	4	Floating support
Durham and Chester le Street	Social Care and Health	47	Floating Support

Supporting People - Service Review Findings

Supporting People services are reviewed on a three year cycle. Key review findings for mental health services from 2003-2006 are as follows:

- Reviews covered areas of performance, quality, value for money and strategic relevance;
- All services achieved a satisfactory level of performance on the national Quality Assurance Framework and new contracts will be issued for all providers;
- Service users were interviewed in each review and reported high levels of satisfaction with services;
- Services were found to contribute to reduced readmission rates and overall positive outcomes for service users;
- Where funding was in place from other agencies in addition to Supporting People, evidence indicated that the level of SP funding was appropriate to the level of housing related support provision and there were no significant eligibility issues;
- Where quality issues were identified, these are being addressed on a scheme by scheme basis via a formal action plan;
- In a recent exercise undertaken by the Supporting People Team for the ODPM it was established that out of 200 current service users with mental health problems, 5% were unable to move on from short term services due to lack of suitable move on accommodation.

Q.6 - What are the other relevant issues?

Tackling Stigma & Discrimination - As major employers in many areas, local authorities also have a duty to protect and promote the mental health of their employees.

The Disability Discrimination Acts 1995 and 2005 place a duty on all public bodies, including local authorities, to ensure that they do not discriminate against people with disabilities (including mental health disabilities), to actively promote their inclusion and to consult with people with disabilities on policies and decisions.

Councillors also have a duty to promote the long-term environmental, social and economic well-being of their local area. Good mental health is central to any strategy to promote and improve community well being. ["Mainstreaming mental health – An introduction for Councillors – 2005]

From work during the Day Services Review, Care Coordinators from the Durham Area indicated that Housing was an area of concern in respect of awareness and understanding of housing staff about Mental Health issues, poor standards of housing offered and service user difficulties in coping.

Q.7 - How can local authorities' best assist in alleviating the problems?

The following are extracts from the document "*Action on Mental Health – A guide to promoting social inclusion*" published by the Social Exclusion Unit in 2004

Key facts

- Over four out of five people with severe mental health problems live in mainstream housing, with the rest living in supported housing or other specialist accommodation. Half of those with their own home or tenancy live alone.
- Many people with mental health problems feel that they are not offered the same choices as other people when seeking a new home, and that they are frequently obliged to take hard to let properties.
- People with mental health problems are one-and-a-half times more likely than the general population to live in rented housing, with higher uncertainty about how long they can remain in their current home.
- Mental health problems are prevalent among homeless people with 30 to 50 per cent of rough sleepers having mental health problems, and as many as one in five homeless people having a mental health problem and a further issue such as substance misuse.

What can staff in the housing sector do?

- Liaise with Mental Health Trusts so that they are aware of local mental health facilities, and build links with health and social care staff.
- Work with residents and mental health and social care professionals to ensure that tenancies are sustained by providing clear advice on such matters as benefit entitlement, and by ensuring that appropriate support services are put in place, eg advice agencies or occupational therapists.
- Recognise that admission to hospital is not a reason for the person to give up their accommodation, as Housing Benefit and Council Tax Benefit will continue to be paid if someone is in hospital for up to 52 weeks.
- Inform the Housing Benefit department and Benefits Agency when a person is admitted to hospital, if they are unable to do so themselves.
- Draw an agreement up with the tenant that if concern exists about the person's mental health, the housing officer can raise the concerns with the tenant and/or their GP/Community Mental Health Team contact so that they can receive appropriate support before a crisis is reached.
- Support health and social care staff to retain the individual's link to the community and provide support (where required) to the individual on returning to their home.
- Access mental health awareness training to better understand the needs of this client group – many voluntary and statutory organisations are able to facilitate this training. People with experience of mental health problems should be involved in the delivery of the training.

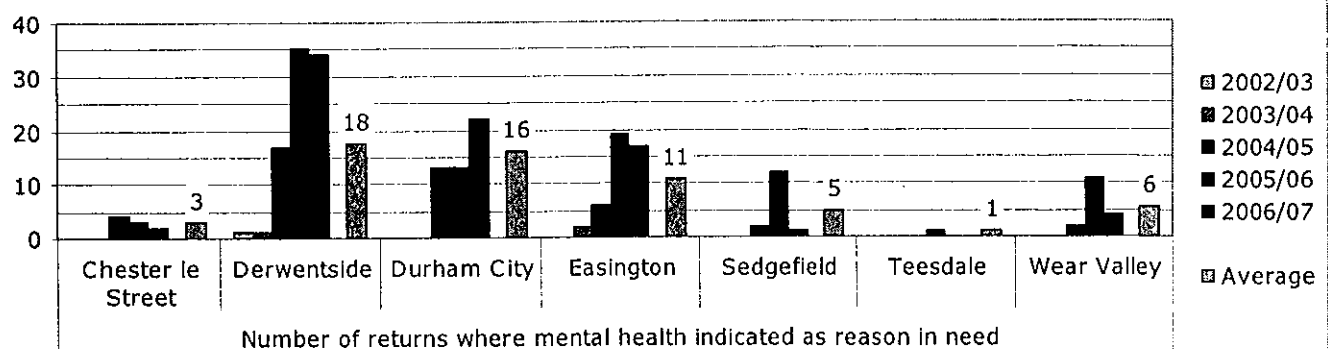
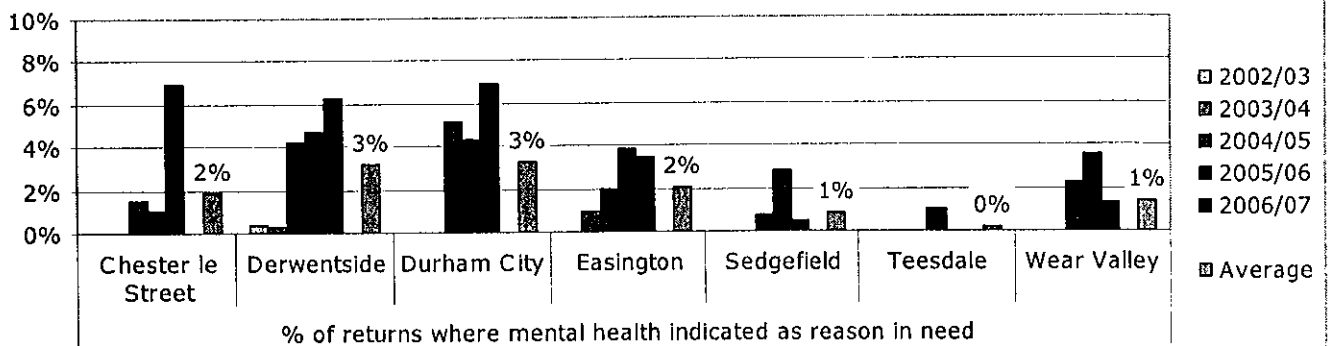
What Can Professionals in The Health and Social Care Sector Do?

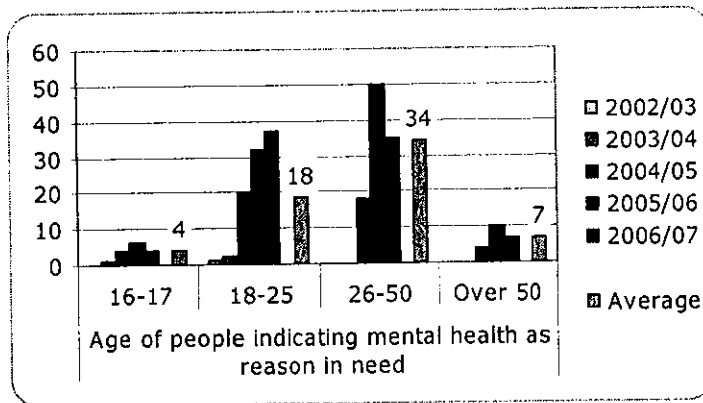
- Check a person's housing situation when they first access their service, ie hospital, Community Mental Health Team, GP surgery. Staff should work with the person to reduce the risk of losing their home, if the accommodation is appropriate. If the person will be homeless they should be referred to the local housing authority and work with housing services to identify and address their housing and support needs.
- Establish referral protocols with local housing advice agencies.
- Offer informal and formal support to housing staff on mental health issues and housing management.
- Recognise the role that housing staff play in supporting people with mental health problems in the community, and develop collaborative working relationships with them.

What Can Housing and Health Professionals Do Together?

- Organise regular meetings (possibly using the Care Programme Approach (CPA)) between the individual, care co-ordinator and the housing officer to ensure that correct support is identified and that support packages complement each other, eg housing-related support and care services.
- Set up regular meetings/good practice forums between the health and social care services and housing staff to increase understanding of each other's roles, pressures and priorities.
- Establish clear and effective channels for advice and referral for housing services.
- Implement joint training to raise awareness of, increase understanding and deal with mental health problems and housing/support needs.
- Develop systems for collecting and sharing information between services.
- Develop and monitor a shared outcome (between housing and mental health services) on improving mental health support for homeless people or those at risk of homelessness (see *Achieving Positive Shared Outcomes in Health and Homelessness*, Office of the Deputy Prime Minister, 2004).
- Agree joint protocols between services on general and forensic hospital admissions and discharges so that people with a mental health problem who might be homeless or vulnerable to homelessness are identified and their support/housing needs are addressed as part of a planned discharge. (See *Discharge from Hospital: Pathway, Process and Practice*, Department of Health, 2003).
- Appoint a health and housing/homelessness champion to lead joint work in the Primary Care Trust/local authority.

CHARTS FROM DRAFT MENTAL HEALTH MONITORING BULLETIN – Centrepoint (Oct 2007)





References

- **Draft Mental Health Monitoring Bulletin – Centrepoint (Oct 2007)**
- **Report for Mental Health LIT – Supporting People (May 2006)**
- **Action on Mental Health – A guide to promoting social inclusion (Social Exclusion Unit 2004)**

REPORT OF THE ENVIRONMENT SCRUTINY PANEL

SCRUTINY TOPIC – CLIMATE CHANGE

1. BACKGROUND

Climate Change is one of the most important issues facing governments around the world. Many steps have been taken, for example the United Nations Framework Convention on Climate Change (1988) and the Kyoto Protocol (1997), but it is only in the last few years that efforts to reduce emissions, reuse and recycling are beginning to filter down to peoples' everyday lives.

The Earth Summit in Rio de Janeiro (1992) set out "Agenda 21" which aimed to be a blueprint for sustainability.

More recently on the world stage, Bali, Indonesia hosted a two week United Nations Conference on Climate Change attended by representatives from over 180 Countries. The main outcome was that of agreement to the "Bali Roadmap" a document outlining the new negotiating process to be concluded by 2009 that is hoped will lead ultimately to a post-2012 international agreement on climate change.

Also the Intergovernmental Panel on Climate Change (IPCC) released a series of reports (1990, 1995, 2001 and 2007), outlining the latest research and developments within the climate change community, assessing the information provided by climate change Scientists worldwide.

At a national level there has been the Stern Report on the Economics of Climate Change (2006) which outlines the potential detriment to the economy as a consequence of climate change. Also there has been the draft Climate Change Bill (2007). This Bill has which received some amendments subsequent to consultation and scrutiny of the draft bill (the scrutiny taking the form of the document - Taking Forward the UK Climate Change Bill: The Government Response to Pre-Legislative Scrutiny and Public Consultation). It is aimed to receive Royal Assent for the Bill by Summer 2008.

Whilst tackling Climate Change could be perceived as an issue the is for central government to tackle through legislation, many people feel that it is at the Local Government level that action can be taken. Indeed as a response to the Earth Summit in Rio de Janeiro, "Local Agenda 21" (LA21) was conceived (1994) through recognition that two-thirds of the actions required to be taken to reverse global trends would need to be taken at the local level. In 2004, to celebrate its 10 year anniversary, LA21 was re-branded for Durham as the County Durham Local Action 21 Partnership.

A recent report from the Local Government Association (LGA) Climate Change Commission entitled "A Climate of Change" contains recommendations for Local Authorities in the areas of Transport, Planning, Housing and Procurement which Local Authorities could use to move towards the necessary carbon emission reductions.

More locally, the Association of North East Councils (ANEC) have produced a brief report "Climate Change - Our Commitment to a Greener Future" with their full report "A Green Manifesto" to follow in Spring 2008.

Indeed, ANEC has recently signed up to a North East Declaration on Climate Change alongside many other bodies including Government Office North East (GONE), One NorthEast, the North East Assembly and the North East Chamber of Commerce to name but a few. The declaration will be followed in 2008 by the launch of a North East Climate Change Action Plan which will set out key actions that the region would need to carry out to meet targets for emissions, mitigate against the impacts of climate change, and put in place adaptation measures to counter the consequences of climate change.

Since November 2002 Durham Authorities have worked in partnership to produce a 'County Durham Climate Change Action Plan' as part of the response to the Nottingham Declaration. The Plan aims to raise awareness of climate change issues and make links to regional, national and international action on climate change. Also it aims to highlight examples of good practice in County Durham and encourage further partnership working and cross-sectoral links. In addition, there is an aim to identify priorities, highlight opportunities and make recommendations for future actions.

Also, Durham County Council have been looking at the issues of Sustainability and Climate Change, with a presentation being made by their Head of Environment & Planning Services to their Environment Scrutiny Sub-Committee on the topic of Climate Change (December 2007).

2. AIMS

It was the remit of the Panel to consider the issues relating to Climate Change and to assist, if possible, in helping Officers from the City of Durham Council in creating a positive impact on the causes of Climate Change.

3. ACTIONS

The Panel invited witnesses from various Departments to help Members understand the actions currently being taken and those that would need to be taken in order to meet statutory requirements, minimise any negative impact by Council services, or to produce a positive change.

3.1 Planning

The City of Durham Planning department is committed through current and emerging policy to minimise or prevent the effects of Climate change. This work takes the form of responding to government consultation papers and informing Cabinet, through to the Local Development Framework and also 'on the ground' through the Development Control process.

At a national level, Planning Policy aims to address climate change through the new guidance note 'Planning for Climate Change.' A Cabinet report was prepared for Members in February 2007 to inform them of the wide ranging implications for the District.

The Cabinet report outlined the measures that the new guidance would require from Planning Departments and policy, but also specifically the case for the City of Durham to act.

National Government response is represented also through the Regional Spatial Strategy (RSS). Regional Policy No.39 sets targets for new developments in terms of the sustainability of construction techniques and also how new developments should use a percentage of embedded renewable energy. The City of Durham was present at the Examination in Public of the RSS and fully supported the 'Renewable Energy Policy 39' throughout its development.

The current Local Plan has a variety of renewable energy supporting policies and is gradually being replaced by the Local Development Framework. The LDF documents reflect the regional policy for a percentage of renewable energy, and will work alongside the RSS.

Environment Agency studies conducted on the River Wear show considerable negative effects should weather intensity increase and other studies show negative effects on Cathedrals from increased intensities.

All Development Plan Documents (DPD) created by the Development Plans Section are subject to a rigorous process known as a Sustainability Appraisal. The process goes through 21 headline criteria to assess strategic options and sites for planning. Objective 1 within the Sustainability Appraisal Framework relates to Climate Change, and is the first objective assessed when considering development plans. Recommendations for mitigation and enhancement are made on this basis.

Another study required to ensure that climate change is taken into account is a Strategic Flood Risk Assessment at the sub regional level. This assessment then in turn feeds into plans such as the Housing Sites Allocation DPD and also the City Centre and Retailing DPD ensuring that sites are considered for increased flooding potential.

3.2 Building Control

In the past the primary role of Building Control was to inspect developments to ensure compliance with Building Regulations and Health & Safety Regulations. Additional emphasis has been placed on the issues of sustainability, access ability and energy efficiency.

Building Control departments enforce on health and safety issues such as lack of fire doors in buildings. Central Government are pushing for Building Control departments to enforce on issues relating to energy efficiency just as vigorously.

The legislation that governs building control regulations relating to energy efficiency is "Part L", the latest revision of Part L came into effect in April 2006. From 06 April 2008, a new property cannot be signed off as complete without an energy efficiency certificate.

In the majority of cases, Developers only aim for compliance with the minimum standards rather than maximising any energy efficiency additions. This is simply to minimise development time and cost.

New products that could potentially enhance energy efficiency, until approved in revisions to Part L, cannot be used in isolation and must be used in conjunction with approved materials and / or construction methods. One example is the new multi-foil type loft insulation.

Whilst it may have similar insulation properties to traditional insulation material several times as thick, until it is approved it can only be used in addition to the traditional insulation material.

Often it is in larger developments such as the Rivergreen Centre at Aykley Heads, Cassop School and the recent New College Durham development that there is an opportunity to include energy efficient components such as ground source heat pumps, grey water recycling tanks, solar panel / photovoltaic cells, small scale wind turbines etc.

A document "The future of the Code for Sustainable Homes – Making a rating mandatory" produced by the Department for Communities and Local Government (DCLG) was issued as a consultation document to relevant stakeholders in July 2007. The Summary of Responses issued in November 2007 refers to a Carbon Improvement of 25% in comparison with the limits within current 2006 regulations. This would be followed up with an improvement of 44% by 2013, and with Zero Carbon being achieved by 2016.

In the case where over a certain percentage of an existing building has alterations then there is a requirement to carry out works in order to provide a related percentage improvement in the energy efficiency of the building. In the past a straight "like for like" policy applied when replacing building components. However, replacements must now meet the current building control regulations.

The North-East is embracing many of the new technologies that improve energy efficiency and enhance the sustainability of new developments, such as photovoltaic cladding and wind power.

3.3 Waste Management

The Environment Scrutiny Panel have visited the PARC Aerobic Digester facility at Thornley Crossings and were impressed with the way waste was being usefully processed rather than simply sent to landfill. The Durham County Council's Joint Municipal Waste Management Strategy (which has been reviewed recently and will be published soon) is particularly important as it plans for an increase in the use of aerobic digestion. If approved, then it could be that any pre-emptive decision to increase green waste recycling could be unnecessarily costly and be rendered redundant. Also an increased use of collection vehicles would have an associated increase in carbon emissions.

3.4 Sustainable Development

The Sustainable Development Manager is currently auditing existing levels of Carbon Emissions both those stemming from the Council's own activity and that of the wider community.

Checks were to be made on energy consumption levels and also calculations were being made to assess emissions from landfill that are a consequence of City of Durham waste. There will be closer inspection of the fuel consumption of the Council's fleet vehicles to establish a base line position and with an aim to reduce CO₂ omission levels.

Due to a lack of historic records, the Council's baseline position would be taken from 2005/6.

A process is being developed for Self Assessment of council services, to identify means of achieving further emission reductions. Efficient working practices should be considered to reduce the Council's carbon footprint. Other methods of achieving a reduced Carbon footprint include looking at a travel plan (how employees travel to and from work), home working and teleconferencing.

The City of Durham has recently signed up to the Nottingham Declaration. In signing an Authority pledges to actively tackle climate change in their area and work with Partners to reduce emissions country-wide. City of Durham buildings have been audited for energy efficiency by the Carbon Trust.

One area that could be explored is that of Community Exemplar Projects which would involve 6-10 houses sharing heating and electricity generation.

Also it should be noted that when considering Sustainable Procurement, there needs to be a balance between Gershon efficiencies (a 5% year-on-year saving) and sustainable development.

There may be a possibility of securing cheaper energy through joint procurement via NEPO, the North East Purchasing Organisation. Also, it may be possible to use the large joint buying power of the Organisation to influence how the energy is produced, i.e. an increased percentage sourced from sustainable / renewable sources.

The Council's transport fleet already uses a percentage of bio-diesel within the fuel, and this may be increased in the future. Also TranMan software has been sourced that can help to plan more efficient routes for Council vehicles, helping to reduce carbon emissions.

4. OUTCOMES

4.1 Planning

There are a variety of ways in which the issue of climate change is addressed within the LDF. Emerging policy within the Development Control Policies Document aims to set ambitious targets for renewable energy use in new developments. It requires 10% of energy for new developments to be from embedded renewable energy and for larger developments, requires more on a sliding scale. Although the 10% requirement is the benchmark, it is felt that a greater proportion could be required due to special local circumstances, some of which were outlined in a report to Cabinet (February 2007).

The Planning Department are also currently drafting a 'Sustainable Construction and Renewable Energy Guidance for Developers' document. This document will provide guidance to major Developers right through to householders on how to reduce their energy demand, increase usage of renewable energy and ensure that through sustainable construction methods the development is as sustainable as possible to help meet government targets.

Finally to move forward the renewables policy on a the Development Control level, where planning decisions are made, the City Planning Department are now insisting that new developments are currently meeting the 10% embedded renewable energy benchmark. An example being the Hanro Development at Belmont Business Park, currently at pre-application status.

4.2 Building Control

New powers will be available to Building Control departments such that issues of non-compliance older than 12 months can still have enforcement action brought forward. Further powers are expected in future revisions of Part L.

4.3 Sustainable Development

A report ratified by Cabinet 18 July 2007, commits the Council to produce a strategy; this is a high level commitment from the Council.

A Working Group could be made up of various Senior Officers to investigate how the Authority could reduce its carbon footprint. Some of the areas which could be investigated would be Estate Management, Procurement, Housing, Planning and Transport.

5. RECOMMENDATIONS

The Panel understands that whilst only one part of reducing the impact on the Climate is to tackle issues at a Local Government level, it is an important part and one of the areas most likely to help encourage people to “do their part” and help to minimise any negative impact on the environment.

Therefore the following recommendations are made by the Panel:-

1. That the requisite preliminary work, as regards the setting up of a cross departmental Climate Change Working Group, undertaken by the Sustainable Development Manager be noted.
2. That further to the work mentioned above, the Panel reinforces the resolution of Cabinet (Minute No.113, July 2007) to form a Climate Change Working Group. Whilst the Cabinet decision did not include a timescale for this action, the Panel recommends that as preliminary work has been completed, the Climate Change Working Group should be set up as soon as possible.
3. That, in order to ensure that the Climate Change Working Group operates effectively, the Cabinet Member for the Environment sets up the initial Group and from this, a Senior Officer or Member be appointed as Chair of the Group.
4. That the recently published report produced by ANEC be considered by the Climate Change Working Group and that the Group report back to the Environment Scrutiny Panel as regards the feasibility of implementing those recommendations contained within the ANEC report that are relevant to local Authorities.
5. That the topic be reviewed in 12 months time (February 2009), with an interim report in 6 months time (August 2008).



FORWARD PLAN

In accordance with Regulations 13 and 14 of The Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2000, As Amended, details of matters likely to be the subject of key decisions to be made by the City Council in the following 4 month period, commencing on Tuesday, 1st April, 2008, are set out hereunder. Anyone wishing to make representations to the City Council Cabinet or to the Decision maker about the matter in respect of which the decision is to be made may do so by writing to the Chief Executive, 17 Claypath, Durham City, DH1 1RH by no later than Tuesday, 1st April, 2008.

Topic	Decision Maker	Target Date for Decision to be made	Consultees (if any)	Contacts	Background Documents
NE of England Regional Spatial Strategy: Further proposed changes	* PFH Cabinet for Information	April 2008	None	Head of Planning Services Tel 0191 3018701	RSS – Further proposed changes Statement of reasons Previous documentation
Cumulative Impact Survey	* Cabinet	May, 2008	Numerous Consultees	Head of Legal and Strategic Services Tel: 0191 3018878	City of Durham Statement of Licensing Policy Licensing Act 2003

***Cabinet Members:** Councillors Bell, Dickie, Jackson, Pitts, Rae, Reynolds, Southwell, Thomson, van Zwanenberg & Woods

Publication Date: Tuesday, 18th March, 2008.

Effective Date: Tuesday, 1st April, 2008.

Councillor F. Reynolds
Leader of the Council

Forward Plan No. 71

Cumulative Impact Survey

In June 2007 the Cabinet resolved to commission a cumulative impact survey, to identify licensed premises and any persistently highlighted areas of alcohol-related incidents and concerns relating to the four licensing objectives of the Licensing Act 2003. It proved difficult to find independent companies interested in making a bid to carry out this survey but Premier Licensing Consultants Limited of Caterham, Surrey have now been appointed and will be carrying out a survey in February and March 2008. The recommendations resulting from this survey may subsequently result in potential consultation and change to the Council's Statement of Licensing Policy.

SCRUTINY COMMITTEE
25 March 2008
DECISIONS TAKEN BY PORTFOLIO MEMBERS

No.	Portfolio Member	Nature of Decision	Date
1	Councillor Reynolds	An application has been received from Ms Ann Parry & Mr David Bradshaw of 40 Cypress Park, Esh Winning, Durham enquiring if the Council would consider selling to them land adjacent to their property for extending their garden. Recommendation that the application be refused.	10.1.08
2	Councillor Reynolds	An application has been received from Mr & Mrs Henderson of 26 Station Road, West Rainton enquiring if the Council would consider selling to them land adjacent to their property for use as off road parking and access to their proposed development. Mr & Mrs Henderson have submitted 2 further proposals. Recommendation that the application be refused.	10.1.08
3	Councillor Rae (Legal)	City of Durham (Footpath 101 at Gilesgate in the City of Durham) Public Path Extinguishment Order 2007. In its capacity as the appropriate Order Making Authority, the council has previously agreed to taking steps to formally extinguish part of Footpath running through Mackintosh court is no longer needed for public use, the housing development at this location having been completed several years ago. The council has made the appropriate Order and having published Notice of Making such Order and having notified statutory consultees there are no outstanding objections and the council is now in a position to confirm the said Order as an unopposed Order and the Portfolio Member is now called upon to approve the application. Recommended to agree to confirmation of the Order.	12.1.08
4	Councillor Reynolds (Legal)	Application to lease premises at 3 Holly Park Ushaw Moor. The city council agreed some time ago to assign two empty dwellings in Holly Park Ushaw Moor to assist in the Single Regeneration Budget initiative and as this proved successful in the Ushaw Moor area the SRB was subsequently phased out and staff presence withdrawn. In 2003 the property was then occupied by the County Council under the name of Brandon and Ushaw Moor Surestart Children's Centre for office use in respect of an initiative to provide support to young children, parents and carers defined as requiring assistance. The County has renewed its Lease on an annual basis since 2003 as and when funding became available. The present term is due to expire on the 31 March 2008 and the county has indicated that further funding is once again available and they wish to remain in occupation for a further year. The tenant currently pays all utilities and there will be a slight increase in the current rent payable based on the rate of inflation. Recommended to agree to the granting of a further lease to Durham County Council	5.12.07

5	Councillor Southwell (Bus Development (S Kelley)	To approve waiver from the Contract and Procedure Rules for procurement/extension of the Anite Docs On Line contract. The current contract expired during negotiations through the Durham Virtual Procurement Partnership to create a framework agreement for all Anite products for all County Durham authorities. The negotiations have allowed for reduced charges and capacities to back scan additional documentation which will release valuable storage space. Recommended that re-negotiate the terms and conditions as per an extension to the current contract enabling preferential rate settlement and incorporation of a framework agreement allowing for further negotiation should other partners access the contract.	21.1.08
6	Councillor Reynolds	Application made by Clerk to Framwellgate Moor Parish Council indicating that the Parish Council wishes to take over the site and continue with the responsibilities under the Terms of the previous Lease of Pity Me Play Park. Recommendation that the Parish Council be granted a Lease on similar terms as given to the Pity Me Play Park Initiative for a term of 10 years at a continued nominal rent of £1 per annum.	6.12.07
7	Councillor Reynolds (Legal)	To consider the renewal of Lease at Sainsbury's (formerly Bells Stores) Units 1,2 & 3 Grove road Brandon. By virtue of a seven year Lease dated 23 July 2001 Bells Stores Ltd occupied Units 1,2 & 3 Grove Road for the purpose of use as shop premises. The Lease being due to expire on the 30 April 2008. If the Council is minded to renew the Lease for a further term, it will be necessary to serve statutory notice on Sainsburys PLC (to whom Bells Stores transferred their assets in 2004) Recommended to approve the granting of a further seven year lease term to Sainsbury's Plc	28.1.08
8	Councillor Reynolds	Application to purchase land at 47 Broome Road Carrville received from Mr Ward of 47 Broome Road for land to the rear of his property Area C to be used for vehicular access and Area A and B to square off his boundary. Recommended that the Area C on the location plan be refused and that subject to contract an area of 28 square metres or thereabouts be offered to the applicant on terms to be agreed by the Council's Valuer.	28.1.08
9	Councillor Reynolds	Application to grant a temporary road closure to facilitate the Freedom Parade for the Rifles on Sunday 17 February 2008. Authorisation of temporary closure of following roads and footpaths between the hours of 5.00 am and 2.00 pm on 17 February 2008. Roads closed to all vehicles including pedal cycles with the exclusion of emergency vehicles Market Place, Saddler Street, North and South Bailey, Palace Green, Owengate, Dun cow Lane, Bow Lane, Silver Street.. Recommended an Order be made in accordance with the provisions of Section 21 of the Town Police Clauses Act 1847.	5.2.08

10	Councillor Reynolds	<p>Application received regarding a suggestion by Durham County Council that Durham City Council dedicate a small section of un-adopted footpath at east of Castlefields, Esh Winning to Durham County Council and therefore it would become the responsibility of the Highway Authority.</p> <p>Recommendation that the dedication of the footpath to the County Council be approved</p>	2.2.08
11	Councillor Woods	<p>Award a grant of £4,926.95 to Witton Gilbert Village Hall Association from the Flourishing Communities (Small Grants) fund to renew soiled, outdated and unsafe chairs and tables to cater for the growing number of patron and events.</p> <p>Recommend approval of grant on condition that the furniture is delivered by 31 March 2008 and payment is made by 30 April 2008</p>	13.2.08
12	Councillor Reynolds	<p>Award a grant of £5,000 to Coxhoe Together from the Flourishing Communities (Small Grants) Fund to replace the dilapidated fence at the northern end of the closed section of St Mary's Churchyard with a traditional metal fence and kissing gate designed like the original fence.</p> <p>Recommend approval of grant subject to certain conditions relating to additional funding are met and work is completed by 31 December 2008 and payment made by 31 January 2009</p>	14.2.08
13	Councillor Reynolds	<p>Award a grant of £5,000 to Shadforth Parish Council from the Flourishing Communities (Small Grants) Fund to replace existing grass path in the Cemetery with a tarmac path</p> <p>Recommend approval on condition that Shadforth Parish Council make a contribution of £4,970 towards the cost of the work and that work is completed and payment made by 30 April 2008</p>	14.2.08
14	Councillor Reynolds	<p>An application has been received from Miss Mearns of 17 Grey Gables, Brandon enquiring if the Council would consider selling to her an area of land adjacent to her property for use to extend her garden.</p> <p>Recommend that the application be refused.</p>	14.2.08
15	Councillor Reynolds	<p>Consideration of three low value parcels of land to Durham County Council by way of temporary licence in preparation for local government review when the land will vest in the new unitary authority and achieve cost savings in the interim.</p> <p>Recommend that temporary occupation licences be granted to Durham County Council for 2 parcels of land at Ushaw Moor and 1 parcel at Old Durham instead of disposal by full freehold sale to achieve cost savings for both authorities in the interim period prior to the inception of the new single unitary council</p>	14.2.08
16	Councillor Reynolds	<p>Application received from Mr Carr, owner of an area of land at Magdalene Avenue, Carrville, Durham enquiring if the Council would be willing to dispose of an area of Council owned land adjoining his property and for vehicular access to be granted. Mr Carr states that he would wish to purchase the land to consolidate and</p>	12.2.08

		secure the whole area from vandalism with an ultimate aim of small scale residential development in the future, hence the requirement for vehicular access. Recommend that the application be refused	
17	Councillor Reynolds	Application to purchase land adjoining 26 Gray Avenue Sherburn Village received from Mrs A Bowes of 26 Gray Avenue for use as driveway and vehicular hard standing. Recommended that subject to contract and the conditions a reduced area of 13 sq m or thereabouts be offered to the applicant on terms to be agreed by the Council Valuer.	22.2.08
18	Councillor Southwell Strategic Services (HJ)	Application for financial assistance from Relate North East which is a voluntary organisation providing counselling to families, couples and young people. The organisation is looking for funding to help with the running costs of this voluntary service as imposing fixed charges for counselling would be a barrier to those who could not afford to pay. A specific budget of £420 exists with in the 2007/8 budgets in anticipation of a request for funding from Relater North East. Recommended that a donation of £420 be awarded.	21.2.08
19	Councillor Woods	An application has been received from Mr Brown of The Fold, Witton Gilbert enquiring if the Council would consider selling to him Council owned land adjacent to The Fold, Witton Gilbert which he currently occupies under Licence. Mr Brown intends to use the land as additional garden. Recommended that the application be refused.	1.3.08
20	Councillor Reynolds	Application for grazing land to the rear of Lilac Avenue Framwellgate Moor received from Mr Wile of 13 Gregson Street Sacriston enquiring if the council would consider granting him a grazing licence on land to the rear of Lilac Avenue. Recommended to approve the application.	11.3.08
21	Councillor Reynolds	Application received from Mr Foster of 8 Clydesdale Garth Finchale Park Pity Me enquiring if the council would consider selling to him land adjacent to his property. He intends to use the land to extend his garage from a single to a double. Recommended that the application be refused.	11.3.08
22	Councillor Reynolds	Application has been received from Ms C Taylor of 63 Alder Park Brandon enquiring if the council would consider selling to her land to the rear of her property as shown on location plan. Ms Taylor intends to use the land to extend her garden. Recommended that the application be allowed to continue through the full land application procedure.	11.3.08